UNDERGRADUATE RESEARCH PROFILE MEMO

TO: Faculty & Administrators  
FROM: Dr. Kimberly Schneider, Director, Office of Undergraduate Research  
       Dr. Elliot Vittes, Interim Vice Provost and Dean, Undergraduate Studies  
DATE: November 15, 2013  
SUBJECT: Announcing the UCF Undergraduate Research Profile

WHAT IS THE UCF UNDERGRADUATE RESEARCH PROFILE?
The profile is a compilation of undergraduate researchers at UCF that will garner information about student/faculty involvement and provide data-driven goals for the expansion and assessment of undergraduate research. The Office of Undergraduate Research has partnered with Institutional Knowledge Management to create an extensive, robust database.

WHY WOULD I WANT TO INCLUDE MY STUDENTS?
The Undergraduate Research Profile tracks faculty, department, and college involvement in undergraduate research. Moving forward, the Office of Undergraduate Research will be able to pull reports for individual faculty to showcase their involvement in mentoring undergraduate researchers.

WHO IS ALREADY INCLUDED?
• Students in the following structured programs: Honors in the Major (HIM), Research and Mentoring Program (RAMP), McNair Scholars Program, Undergraduate Research Initiative, Burnett Research Scholars, EXCEL, COMPASS, ICUBED, Program for Undergraduate Research (PURE), Showcase of Undergraduate Research Excellence (SURE), and Learning Environment and Academic Research Network (LEARN).
• Students enrolled for Independent Study/Research Courses (3905, 4906, 4912).
• Most students paid off of external research grants (data provided through ORC).
• Note: Volunteers are NOT included in this dataset.

HOW CAN I BE SURE MY STUDENTS ARE INCLUDED?
• Support your students in applying for one of the structured research programs listed above.
• Enroll all undergraduate researchers not in a structured program in an Independent Research/Study course for zero to three credit hours.

WOULD YOU LIKE MORE INFORMATION? WOULD YOU LIKE TO SEE THE 2009-2012 PROFILE?
The Office of Undergraduate Research and Institutional Knowledge Management will host an information session to review the data collection methods, current results, future directions, and provide time for feedback from the UCF community. The session will occur on December 5, 1:00pm-2:00pm (Technology Commons 1-102C, RSVP to OUR@ucf.edu).

Questions? Contact the Office of Undergraduate Research: OUR@ucf.edu, 407-823-3125