## RETREAT

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Friday, May 17</strong></td>
<td>Introductions/Overview of Summer Program/Background TRIO McNair/Review Syllabus &amp; Expectations pre-program self-assessment/Community Building. <em>This will be interactive, informative and fun. Lunch and snacks provided. Bring your own water bottle.</em></td>
</tr>
<tr>
<td>8:30am-4:00pm</td>
<td>325 Education Sciences Building</td>
</tr>
</tbody>
</table>

### Assignments
- Faculty Mentor Profile
- Research Timeline
- Facebook Spotlight
- SCARF Assessment

Due 06/02/19 11:59pm

## WEEK ONE

### Date/Time

**Monday, June 3**

All Day

**Tuesday, June 4**

9:00am-12:30pm

**Wednesday, June 5**

3:00pm-7:00pm

### Topic

- Connect with your faculty mentor, research team, and begin research
- Literature Review & Library Orientation; Introduction/Hypothesis/Statement of Problem

**Presenters:** Kim Clarke & Meghan Lafferty

- 3:00pm-4:30pm | Summer Programs Orientation
- 5:00pm-7:00pm | Bowling/Pizza at Goldy’s Gameroom

### Assignments
- Introduction/Hypothesis/Statement of Problem
- Demonstrate progress on Literature Review

Due 06/09/19 11:59pm

## WEEK TWO

### Date/Time

**Tuesday, June 11**

8:00am-3:00pm

### Topic

- Good Writing for Good Scholarship
  - Presenter: Dr. Wilbers

- Curriculum Vita/ Personal Statement
  - Presenters: Jamie Schumann, Jeannie Stumne, Carolyn Vue

### Room

108 Follwell Hall

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### WEEK THREE

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, June 18</td>
<td>GRE Revised Test Seminar; LinkedIn</td>
<td>530B Bruininks Hall</td>
</tr>
<tr>
<td>9:00am-1:00pm</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Assignments**
- First Draft CV
- First Draft Personal Statement
- Schedule Meeting w/ Career Services & Derek Maness

Due 06/23/19 11:59pm

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### WEEK FOUR

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, June 25</td>
<td>Applying to Graduate School &amp; Funding</td>
<td>155 Nicholson Hall</td>
</tr>
<tr>
<td>8:15am-12:30pm</td>
<td>Presenter: Derek Maness</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Graduate School Panel</td>
<td></td>
</tr>
<tr>
<td>Tuesday, June 25</td>
<td>Lunch; Graduate School Portfolio</td>
<td>155 Nicholson Hall</td>
</tr>
<tr>
<td>12:30pm-2:30pm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday, June 25</td>
<td>Social Etiquette with MSROP</td>
<td>TBA</td>
</tr>
<tr>
<td>3:00pm-5:00pm</td>
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</tbody>
</table>

**Assignments**
- Demonstrate Progress on Graduate School Portfolio

Second Stipend Check: $500.00

Due 06/30/19 11:59pm

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**WEEK THREE**

**Assignments**
- Citations Assignment
- Literature Review with 10 sources

First Stipend Check: $500.00

Due 06/23/19 11:59pm

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**WEEK FOUR**

**Assignments**

Due 06/30/19 11:59pm

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### WEEK FIVE

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, July 2</td>
<td>Research Methods; Financial Literacy; <strong>Presenter: TBA</strong></td>
<td>325 Education Sciences Building</td>
</tr>
<tr>
<td>9:00am-1:30pm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thursday, July 4</td>
<td>University Closed for Independence Day</td>
<td>N/A</td>
</tr>
<tr>
<td>All Day</td>
<td></td>
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</tbody>
</table>

**Assignments**
- Second Draft CV
- Second Draft Personal Statement
- Draft of Methodology
- Graduate School Portfolio

Due 07/07/19 11:59pm

### WEEK SIX

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, July 9</td>
<td>Results/Discussion/Implications/Abstract Poster Assembly</td>
<td>325 Education Sciences Building</td>
</tr>
<tr>
<td>9:00am-12:00pm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wednesday, July 10</td>
<td>Second GRE Practice Test</td>
<td>128 Appleby Hall</td>
</tr>
<tr>
<td>1:00pm-3:00pm</td>
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</tbody>
</table>

**Assignments**
- Methodology
- First Draft Results/Discussion/Implications/Abstract

Third Stipend Check: $500.00

Due 07/14/19 11:59pm

### WEEK SEVEN

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, July 16</td>
<td>Guest Presentation: Dr. Evelyn Davies-Venn Time Machine Activity</td>
<td>325 Education Sciences Building</td>
</tr>
<tr>
<td>9:30am-12:30pm</td>
<td></td>
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</tbody>
</table>

**Assignments**
- McNair Abstract Book Assignment
- Full Draft of Poster Sections
- Results/Discussion/Implications/Abstract

Due 07/21/19 11:59pm
# WEEK EIGHT

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Wednesday, July 24</strong>&lt;br&gt;8:30am-4:30pm</td>
<td><strong>All Week:</strong> Work on Posters  <em>Scholars are expected to help peers in the office after their posters are finished.</em></td>
<td>TRIO Office</td>
</tr>
<tr>
<td><strong>Thursday, July 25</strong>&lt;br&gt;8:30am-4:30pm</td>
<td><strong>All Week:</strong> Work on Posters</td>
<td>TRIO Office</td>
</tr>
<tr>
<td><strong>Friday, July 26</strong>&lt;br&gt;8:30am-4:30pm</td>
<td><strong>All Week:</strong> Work on Posters  <em>Scholars are expected to help peers in the office after their posters are finished.</em></td>
<td>TRIO Office</td>
</tr>
</tbody>
</table>

**Assignments**<br>• Complete Meets w/ Career Services & Derek Maness<br>**Fourth Stipend Check:** $500.00<br>**Due 07/28/19 11:59pm**

# WEEK NINE

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monday, July 29</strong>&lt;br&gt;8:30am-4:30pm</td>
<td><strong>All Week:</strong> Work on Posters  <em>Scholars are expected to help peers in the office after their posters are finished.</em></td>
<td>TRIO Office</td>
</tr>
<tr>
<td><strong>Tuesday, July 30</strong>&lt;br&gt;8:30am-4:30pm</td>
<td>Work on Research Papers</td>
<td>TRIO Office</td>
</tr>
<tr>
<td><strong>Wednesday, July 31</strong>&lt;br&gt;9:00am-12:00pm</td>
<td>Preview McNair Symposium</td>
<td>325 Education Sciences Building</td>
</tr>
</tbody>
</table>
| **Thursday, August 1**<br>All Day | 8:00am-12:00pm  | Research w/ faculty mentor 11:30am-2:00pm | McNair Pictures/Symposium Set-Up 2:00pm-4:00pm | McNair Symposium | Mississippi Room  
Student Union |
| **Friday, August 2**<br>8:30am-4:30pm | Work on Research Papers | TRIO Office |

**Assignments**<br>• Final Poster for Printing  
• Catch up on missing assignments<br>**Due 08/04/19 11:59pm**

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## WEEK TEN

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Topic</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monday, August 5</strong></td>
<td>Work on Research Papers</td>
<td>TRIO Office</td>
</tr>
<tr>
<td>All Day</td>
<td>Summer Exit Interview w/ McNair Advisor</td>
<td></td>
</tr>
<tr>
<td><strong>Tuesday, August 6</strong></td>
<td>Work on Research Papers</td>
<td>TRIO Office</td>
</tr>
<tr>
<td>All Day</td>
<td>Summer Exit Interview w/ McNair Advisor</td>
<td></td>
</tr>
<tr>
<td><strong>Wednesday, August 7</strong></td>
<td>All University Research Symposium</td>
<td>McNamara Alumni Center</td>
</tr>
<tr>
<td>9:00am-11:30am</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Wednesday, August 7</strong></td>
<td>Academic Requirements / Post-Assessment</td>
<td>325 Education Sciences Building</td>
</tr>
<tr>
<td>12:00pm – 3:30pm</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Thursday, August 8</strong></td>
<td>River Boat Ride &amp; Dinner</td>
<td>17th Avenue Residence Hall</td>
</tr>
<tr>
<td>TBA</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Friday, August 9</strong></td>
<td>Work on Research Papers</td>
<td>TRIO Office</td>
</tr>
<tr>
<td>All Day</td>
<td>Submit Research Papers &amp; Missing Assignments</td>
<td></td>
</tr>
</tbody>
</table>

### Assignments
- Final Version of CV
- Final Version of Research Paper w/ Faculty Approval
- Final Version of Graduate School Portfolio
- Final Version of Personal Statement
- Summer Exit Interview
  Fifth Stipend Check: $500.00
  Due 08/11/19 11:59pm

### McNair Contact Information:

Anthony Albecker, Director  
albecker@umn.edu  
612-625-0772

Fran Stark, Admin. Assistant  
stark007@umn.edu  
612-625-0772

Kayla Cory, Advisor  
coryx026@umn.edu  
612-625-0772

Bai Vue, Advisor  
vuexx085@umn.edu  
612-625-0772

Amani Stumme-Berry, Advisor  
stum2012@umn.edu  
612-625-0772
## McNair Scholars Summer 2019

### Stipend Schedule

To receive your stipend, you must attend every meeting. Advisors have 48 hours (not including weekend or holidays) to review your work before turning over your check.

**Please consult the syllabus for actual due dates for assignments.** Use this simply as a checklist of assignments you must turn in before you can receive each stipend. Reminder: Stipend checks are available after 10:00 a.m.

<table>
<thead>
<tr>
<th>Date</th>
<th>Stipend Check: $500</th>
<th>Assignments Due</th>
</tr>
</thead>
</table>
| Friday, June 14 | First Stipend Check | Timeline for Research Project  
Faculty Mentor Profile  
Facebook Spotlight  
Demonstrated progress w/ Literature Review (min. 5 sources)  
Introduction/Hypothesis/Statement of Problem/Significance of Study  
SCARF Assessment  
Weekly Reflection and Timesheets  
Citations Assignment  
Literature Review (10 sources) |
| Friday, June 28 | Second Stipend Check | First GRE Practice Test  
Demonstrate progress on Grad School Portfolio  
First Draft CV  
First Draft Personal Statement  
Appointment w/ Derek Maness & CS Scheduled |
| Friday, July 12 | Third Stipend Check | Graduate School Portfolio  
Mid-Program Assessment/Reflection  
Second Draft CV  
Second Draft Personal Statement  
Draft of Methodology  
Methodology  
First Draft of Results/Discussion/Implications |
| Friday, July 26 | Fourth Stipend Check | Full Poster Draft with Mentor’s Approval  
McNair Abstract Book Assignment  
Results/Discussion/Implications  
Individual meeting with Derek Maness complete |
| Friday, August 9 | Fifth Stipend Check | Poster Completed  
Poster Printing/Abstract Contract Signed  
Revised Abstract for McNair Journal  
Final CV & Personal Statement  
Summer Exit Interview |
Friday, August 23  Sixteenth Stipend Check*  

Assignments Due  
- Required on-time attendance at all meetings  
- All University Research Symposium  
- Completed evaluation form by faculty mentor  
- Electronic copies of poster and final paper  
- Exit Interview with McNair Advisor  
- Final Version of Research Paper  
- McNair Poster Presentation  
- Registered for the GRE (for scholars graduating spring 2020)

Fall Semester 2019  Seventh Stipend Check: $500  

Assignments Due  
- Refer to Fall 2019 Expectations

IMPORTANT INFORMATION REGARDING YOUR STIPENDS

*The sixth stipend check can be mailed. It is students’ responsibility to leave a reliable mailing address with their McNair advisor. Students who fail to meet the requirements of the sixth stipend check by August 23 must make individual arrangements with their McNair advisor for satisfactory completion of all McNair work.

Each taxpayer is responsible for reporting scholarships received without receiving a 1099. The University encourages taxpayers to contact their tax advisors regarding any questions concerning the IRS position on scholarships and fellowships. Refer to “University Tax Management Office Notice: 02242012: Statement regarding University of Minnesota Reporting of Scholarships

Cash your checks in a timely manner

Checks can only be cashed one year after the date of issue. If you do not complete your requirements within this timeframe checks will be forfeited. In event check is issued but not cashed within one year, program may not be able to honor check. If program is able to reissue, scholars will need to pay the check reissuing fee (this can be up to a $100 fee).
Important Information & Resources

Dress Code

The Ronald E. McNair Scholars program recognizes, understands, and appreciates a scholars’ right to self-expression. We ask that scholars dress in a manner that is respectful of themselves and the community. Scholars should remain attentive to expected dress in different environments and events. The general rule of thumb is to dress neat, modest, and casual at all times in all public areas. Clothing that is provocative or contains obscene messages or messaging contrary to the Ronald E. McNair program and the U of M mission will not be permitted (Adapted by U of M Ronald E. McNair Scholars Program, 2013, from http://www.louisburg.edu/student/dresscode.html).

Email

You are responsible to check your University of Minnesota email account at least once per day. This is the University’s official form of communication with you.

You will be held accountable for any information sent via email

There are a variety of reasons to check your email regularly:

- Updates from professors
- Messages from your adviser
- Important events and dates
- Program updates and reminders
- Connecting with your peers

If you have another email address, you should forward those emails to your University of Minnesota email account, not the other way around.

Financial Literacy

Throughout the course of your McNair experience you will be exposed to activities and discussions around financial literacy. Topics will include managing a personal budget, how to find scholarships and fellowships, money management, credit, etc. More information and resources on financial literacy can be found through the U of M's Live like a Student Now So You Don't Have to Later website: http://onestop.umn.edu/finances/manage_money/live_like_a_student/

Financing Graduate School

There are a number of graduate school funding layers to support. This is a good first link to explore as you consider your options: https://diversity.umn.edu/gradeducation/financing

Your faculty mentor, the U of M graduate school, and your graduate school's admissions office are also excellent resources.
Getting To & Around Campus

The Twin Cities Campus is undergoing significant infrastructure and building projects throughout the summer. You are responsible to allow extra commute time to and around campus. The following are key resources to aid navigating around campus.

Campus Construction Updates: http://blog.lib.umn.edu/construction-updates/
Maps and Directions to the U of M: http://campusmaps.umn.edu/tc/
MetroTransit: http://metrotransit.org/
Parking & Transportation: http://www1.umn.edu/pts/

McNair seminars are based primarily on the East Bank Campus in the following buildings: Education Sciences; Nicholson Hall; Walter Library; and Appleby Hall. The McNair syllabus clearly lays out where McNair seminars will take place.

The McNair program encourages scholars to use public transportation to commute to campus. We will pay summer bus passes for all scholars. Contact Fran Stark to arrange reimbursement for your summer bus pass by Friday, June 7.

When on campus walking is the most economical way to get around. The following link provides information about tunnels and systems, estimated walking times, pedestrian safety, rollerblades/skateboards/bikes, local walking trails, and campus security, and monitor escort services: http://www1.umn.edu/pts/walk/index.html

Getting To & Around Campus, cont.

Allow extra time! Be Aware! Be patient! Be Safe! Be Courteous! The significant campus construction projects taking place will cause significant changes in traffic flow and detours. This will cause frustration. Don’t put yourself at unnecessary risk by not wearing a helmet, by not allowing yourself extra time, or, by not abiding to traffic and pedestrian ordinances. Campus traffic enforcement will be increased throughout the summer. The fines and penalties (even for jaywalking) are pricey.

GRE Preparation

The McNair program provides many opportunities for scholars to prepare and practice for the GRE. The summer schedule includes two practice tests and a GRE test preparation seminar. All scholars are required to complete the first practice test and attend the scheduled GRE seminar. The other practice test sessions are optional for scholars who will be juniors in fall 2019. Being scholars are at different stages of their academic journey McNair staff will be strategic in providing additional resources and preparation time for scholars who plan on taking the GRE this fall. Please know it is never too early to start practicing for the GRE. Key GRE resources to be aware of:

The official GRE (ETS) website offers a wide range of resources including practice tests, scoring, and tips for preparing: http://www.ets.org/gre/

Walter Library, room 204, has many GRE resource books. Go to the second floor and ask reference staff for “GRE Materials.” Additionally, the Smart Commons (smart.umn.edu) has subject tutors. Look at aforementioned website for “subject tutor schedules.” This would be for students wishing to work on vocabulary or math problems with a tutor.
GRE vouchers exist to offset one half of the total cost of the GRE for eligible scholars. The U of M has a set contact to help McNair Scholars determine voucher eligibility and to complete necessary waiver paperwork. Erma Walker, in financial aid, is our contact and can be reached by calling 612-624-2588. Requesting a waiver can take 1 to 2 weeks, thus, advanced planning is needed. Student's not enrolled at time of request may need to complete a FAFSA.

Institutional Review Board (IRB)

The IRB reviews research projects which involve human subjects to ensure that two broad standards are upheld: first, that subjects are not placed at undue risk; second, that they give uncoerced, informed consent to their participation. Scholars will learn more about the IRB throughout McNair seminars and faculty mentor partnerships. Information about the U of M IRB process:

http://www.research.umn.edu/irb/index.html#.T8ka1HivPng

With representation from a wide range of scientific disciplines and from outside the academic community, the IRB gives rapid but individualized attention to the numerous research projects at the University.

Harassment and Sexual Assault

Reports of harassment are taken seriously, and there are individuals and offices available for help. All persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation. Contact the Office of Equal Opportunity and Affirmative Action, 419 Morrill Hall, 612-624-9547.

We want to let you know that, in our roles as a University employees, we are required to share information that we learn about possible sexual misconduct with the campus Title IX office that addresses these concerns. This allows a Title IX staff member to reach out to those who have experienced sexual misconduct to provide information about the personal support resources and options for investigation that they can choose to access.

You are welcome to talk with a McNair staff about concerns related to sexual misconduct. You can also or alternately choose to talk with a confidential resource; the University offers victim-advocacy support professionals, health services professionals and counselors that will not share information that they learn about sexual misconduct.

The Aurora Center for Advocacy & Education

The Aurora Center provides a safe and confidential place for students, faculty, staff, alumni, and family members or friends affiliated with the University of Minnesota, TC or Augsburg College who are victims/survivors/concerned people of sexual assault, relationship violence, or stalking.

http://www1.umn.edu/aurora/

24 hour helpline: 612.626.9111
Appleby Hall 117/Coffey Hall 110

Boynton Mental Health Clinic
612-624-1444

Student Counseling Services
340 Appleby Hall
Phone: 612-624-3323

If you are a survivor or someone concerned about a survivor and need immediate information on what to do, please go to http://www1.umn.edu/aurora/

Letters of Recommendation

Strong letters of recommendation from faculty mentors and employers that know students well can make the difference between a successful and unsuccessful graduate school application. The website (http://gradschool.about.com/cs/askingforletters/a/recletter.htm) does a very good job of explaining to students the importance of letters of recommendation, the best individuals to ask for letters of recommendation, how to approach potential referees, and what to do to ensure that the letters submitted present the right kind of information to advance your application. you can also reference the attached document.

Lunches, Meals, and Dietary Restrictions

Attendance is mandatory at all lunches and meals listed on the syllabus. Please let the staff know if you have any dietary restrictions. Scholars are responsible for their own beverages. Scholars are encouraged to bring their own reusable water bottle. Water fountains are easily accessible in all buildings McNair seminars take place.

Mental Health and Stress Management

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. University of Minnesota services are available to assist you with addressing these and other concerns you may be experiencing. You can learn more about the broad range of confidential mental health services available on campus via the Student Mental Health Website at http://www.mentalhealth.umn.edu.

McNair on the Web & Social Media

Web: http://www.cehd.umn.edu/trio/mcnair/
Facebook: https://www.facebook.com/mcnairscholarsumntc
Instagram: https://www.instagram.com/umnmcnairscholars/
LinkedIn: https://www.linkedin.com/grps/TRiO-McNair-Scholars-Alumni-Students-5044542/about?

Safety and Security

Safety and security are among the University's top priorities. To learn more about the resources available to you, such as the University’s emergency notification text messaging system and safety and security measures around campus, etc., http://www1.umn.edu/prepared/index.html

SCARF Model of Social Threats and Rewards

Dr. Jen Engler will present on the SCARF Model of Social Threats and Rewards as it relates to personal and academic success. The Model is made of Status, Certainty, Autonomy, Relatedness and Fairness. The website scarf360.com explains:

-These five domains have been shown in many studies to activate the same reward circuitry that physical rewards activate, like money, and the same threat circuitry that physical threats, like pain, activate (Rock, 2009b).
 Scholars are required to complete SCARF self-assessment and access the following online resources prior to Dr. Engler’s seminar:

http://www.edbatista.com/2010/03/scarf.html
http://www.youtube.com/watch?v=isiSOeMVJQk&feature=youtu.be

Schedule Changes

McNair staff reserve the right to amend the program syllabus and requirements. Regular on time attendance at all graduate school preparation meetings, events and individual appointments during the McNair Scholars Program required.

Scholarships

https://scholarships.umn.edu/index.php

National and International Scholarships: http://www.honors.umn.edu/scholarships/

STEM Resources

The McNair program is committed to increasing the number of students who go on to advanced degrees in the STEM fields. We partner with a number of STEM initiatives throughout the University and state to provide additional STEM workshops, conferences, and networking activities. Key program partners include:

STEM Education Center: http://www.cehd.umn.edu/stem/
NorthStar STEM Alliance: http://www.northstarstem.org/

Strengths-Based Initiative

This summer scholars will be required to complete StrengthsQuest (SQ) and one McNair seminar will focus on this topic. The University of Minnesota has a dedicated SQ information and resource site: http://www.strengths.umn.edu/

Student Learning & Development Outcomes

The U of M Ronald E. McNair Scholar Program is committed to the University of Minnesota’s student learning (SLO) and student development outcomes (SDO) initiative. The McNair curriculum is intentionally designed to promote and engage scholars in activities that demonstrate achievement in these areas: Responsibility & Accountability; Independence & Interdependence; Goal Orientation; Self-Awareness; Resilience; Appreciation of Difference. For more information on this initiative: http://www.sdo.umn.edu/.
Subject Librarians

The U of M Libraries offer many resources, including subject librarians and department liaisons that: 1. Work with faculty to teach and support face-to-face and online classes and workshops, assist with in-depth research questions through consultations, support for researchers on data management, author’s rights, etc. This is a particularly valuable resource when working on literature reviews. For a list of subject librarians in your field:

https://www.lib.umn.edu/about/selectors

Sustainability

The University of Minnesota is one of the most sustainable campus systems in the country. The Education Sciences Building that houses the Ronald E. McNair program is one of the most energy efficient on-campus. Being mindful of sustainability saves money, conserves resources and above all just makes sense. As a program we try to limit our carbon footprint by leveraging electronic based resources, being mindful when we print, etc. We encourage scholars to be mindful of sustainability. This includes cleaning up after yourself, recycling, not wasting energy, etc. We encourage scholars to let us know if there are ways we can improve in this area. More information about the U of M’s environment and sustainability initiative: http://portal.environment.umn.edu/sustainable_campus/

Technology Courtesy Policy: Guidelines for use of smart phones, tablets and laptops

Please be respectful and mindful of when and how you use technology during McNair seminars and advising meetings. The McNair staff has no qualms with scholars leveraging technology to enhance learning so long as it is not done so in a disrespectful manner. For instance, scholars may not use their smart phones while anyone (teacher, guest speaker, fellow student) is presenting information in class. This includes during group projects, or, when scholars are assigned specific tasks. This etiquette extends to individual advising meeting with McNair advisors, faculty mentors, etc. Be mindful to turn your ringers off before each seminar and advising session. The expectation for tablets and laptops is that you are taking notes and using features related to the program, not checking out the latest score or updating your Facebook profile, etc.

U of M Statement of Accommodation

The University of Minnesota is committed to providing all students equal access to learning opportunities. The Disability Resource Center (DRC) is the campus office that works with students who have disabilities to provide and/or arrange reasonable accommodations. Students who have, or think they may have, a disability (e.g. mental health, attentional, learning, vision, hearing, physical or systemic), are invited to contact DRC to arrange a confidential discussion at 612- 626-1333 (V/TTY) or ds@umn.edu.

Students registered with DRC, who have a letter requesting accommodations, are encouraged to contact McNair staff before summer programming begins to discuss accommodations outlined in their letter. Additional information is available at the DS website http://ds.umn.edu.

Well-being

The World Health Organization (WHO) defines the state of well-being as: A state of well-being in which every individual realizes his or her potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to her or his community. Furthermore, “Health is a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity” (http://www.who.int/features/factfiles/mental_health/en/index.html).
The McNair program, while demanding and rigorous, is mindful to incorporate activities that encourage and raise awareness of self-care and well-being in the above mentioned realms (physical, mental, and social well-being).

There are many counseling campus resources available to scholars. Key resources include:

- Boynton Health Services: [http://www.bhs.umn.edu/health-information/stress.htm](http://www.bhs.umn.edu/health-information/stress.htm)

**Wisdom or Word of the Week Activity**
Throughout the summer all scholars are required to make a short presentation to begin McNair seminars and activities. McNair staff will send around a list so you can select a date. Each scholar will have the opportunity to begin a seminar or activity. Scholars will have a few minutes (no more than three) to present a meaningful quote, new word, or reflection. The McNair team knows each scholar has much to offer. Each scholar is also responsible to contribute to a positive and productive learning environment. There are very few guidelines to this activity. Scholars are expected to share a quote, web clip, experience, etc. that is positive, constructive, and that will contribute to the morale of the cohort. Scholars are required to send a and or text of quote to Anthony ([albecker@umn.edu](mailto:albecker@umn.edu)) after presenting. Have fun with this activity 😊.

**Workshop Database for the University of Minnesota**
This database serves as a central location for students to find the wide-ranging workshops and information held on campus: [http://workshop.umn.edu/](http://workshop.umn.edu/)

**Writing Resources**
Tips and Exercises from Dr. Stephen Wilber’s “Good Writing for Good Scholarship”


Personal Statements

[https://owl.english.purdue.edu/owl/resource/642/2/](https://owl.english.purdue.edu/owl/resource/642/2/)
McNair Scholars Fall 2019
Attendance is required at all meetings

The McNair Scholars Program is a summer & academic year program. McNair staff is here to assist you in your continuing commitment to academic success. $500 dollars is available to all scholars who demonstrate commitment to their academic future by submitting at least one credible graduate school application meeting the application deadline to receive funding. Scholars not graduating May 2020 and/or are deferring graduate school enrollment are still expected to meet below expectations (i.e. in lieu of grad applications, scholars are expected to apply for opportunities that will enhance their chances of graduate school admission: UROP, learning abroad, etc.). Scholars not on campus or at the U are expected to check-in with McNair staff via phone/Skype.

McNair provides many opportunities for scholars to expand their preparation and opportunities for graduate school including weekly open hours. This is time to work on applications, GRE review, etc. with staff and to connect with each other. You are not expected to be here the entire time. These sessions are part of the below requirements.

Directions: Read over the below requirements, scholar information, and fall contract. Indicate the requirements you commit to completing this fall. Complete the fall scholar questionnaire and sign the contract. Submit a signed hardcopy to your McNair advisor by Friday, October 20. Scholars not on campus may sign and send the completed documents by email PDF.

Required of All Seniors Graduating by May 2020:

___ Meet with McNair staff regularly (at least 5 times during fall semester—open hours included) to get assistance with personal statements, GRE Prep, Graduate School applications and fee waivers, assistance applying for scholarships/fellowships.

___ Meet with Derek Maness, UMN Grad School Diversity office during the Fall 2019 semester. Appointments can be made by calling 612-625-6858. Seniors request fee waiver early if you plan to apply to U of MN. Fee waivers are limited.

*Required of All Scholars: Complete at least 8 of the following 16 activities with the McNair Program:

___ Attend Fall McNair Seminar (Summer video, address questions, get McNair recognition gift)

___ Apply for scholarships with McNair staff

___ Apply for grants and other research opportunities

___ Engage in research or teaching (McNair research mentor or new opportunity)

___ Apply for internships with McNair staff

___ Present at or attend conferences in your discipline

___ Practice your conference presentation with McNair staff
__ Attend **graduate school fair(s)**

__ Attend graduate school information sessions (students required to provide verification of attendance)

__ **Apply to graduate schools**- fee waivers written by McNair director when applications are complete. Many deadlines are earlier than published- see staff

__ **Attend GRE practice sessions**

__ Request letters of recommendation for applications as required by the graduate program

__ **Take GRE** and report your score to McNair

__ Attend a Learning Abroad First Step Meeting and apply for study abroad (http://www.umabroad.umn.edu/)

___**OTHER**? Have a unique opportunity not listed that relates to graduate school & research preparation? Let McNair Team know and we will review requests and provide written confirmation if approved.

**Additional Words of Advice**

--- Get your highest G.P.A. ever this fall semester.

--- McNair Staff reserves the right to amend fall 2019 requirements. Scholars are responsibility to check email weekly for program information and updates.

--- Utilize all your resources! The 2019 McNair Syllabus (posted on the McNair website) contains a wealth of information and lists many resources as does the McNair Facebook page

--- Stay connected to your faculty mentor and faculty who may be future references. BTW: all of you should have already sent thank you letters to your faculty mentors for this summer.

--- Stay connected to your McNair cohort. Each of you are great resources and can learn immensely from each other.

--- Keep your CV up to date. Seek opportunities that will compliment your studies, enhance your world view, and enhance your graduate school marketability.

--- Don’t be a stranger with the McNair program and staff. We are here to help.

--- Don’t hesitate to ask questions.

**Print Name/Signature:** ___________________________ ___________________________

**Date:** __________