Establish the Office of Undergraduate Research (OUR)

**Goal Accomplishment:**
- Hired and trained staff member and a four-member undergraduate student media team
- Developed content and launched OUR website, www.undergraduate.research.vt.edu
  - Documents including How to Get Involved in Undergraduate Research, How to Make a Research Poster, How to Pay Undergraduate Researchers, and more
  - Calendar of events and important deadlines
  - Links to searchable undergraduate research opportunity databases and journals
  - Online form to submit undergraduate research events, opportunities, and to request information or consults

Create undergraduate research fellowship payment process

**Goal Accomplishment:**
- Policies and procedures for undergraduate research fellowship payments developed and implemented in collaboration with the Controller’s Office, Office of University Scholarships and Financial Aid, Human Resources, Payroll, Bursar’s Office, and Academic Support Services
- 283 student undergraduate researchers paid on fellowship since May 2012

Coordinate and expand undergraduate research

**Goal Accomplishment:**
- Created and managed online applications for summer research programs and interdisciplinary undergraduate research courses
- Doubled the number of applications for the Fralin Summer Undergraduate Research program while nearly tripling the funding and, therefore, the number of participants in this program
- Created the campus-wide summer undergraduate research social and professional development events, including the first campus-wide summer undergraduate research symposium
- At least 19% of the office’s operating budget used in support of undergraduate research conference travel
- Coordinated selection process for Virginia Tech student participation in the ACC Meeting of the Minds undergraduate research conference, more than doubling the number of applicants and supporting travel for double the number of Virginia Tech participants

Develop resources to support undergraduate research activities.

**Goal Accomplishment:**
- Offered letters of support, data, and administrative support for faculty applying for undergraduate research grants.
- Organized the following trainings which were attended by more than 600 faculty members, graduate students, and staff in Spring and Summer 2012:
  - Students: Grad School 101; GRE How To’s; GRE Practice Test; Ethics/RCR Retreat; How to Make a Good Research Poster; How to Use Research Databases and Citation Programs, How to Be Successful in Undergraduate Research; How to Get Published; How to Critically Read the Primary Literature; and Face-to-face RCR Training
  - Faculty and graduate students: Entering Mentoring and Resolving Conflict in Undergraduate Research (collaboration with the College of Science and VT PREP)
  - Staff: How to Pay Undergraduate Researchers and Organize Grant Budgets in Support of Undergraduate Research (collaboration with Controller’s Office, Office of University Scholarships and Financial Aid, Human Resources, Payroll, Bursar’s Office, and Academic Support Services)

Undergraduate research is an inquiry or investigation conducted by an undergraduate student that makes an original intellectual or creative contribution to the discipline.

- National Council on Undergraduate Research http://www.cur.org/
Highlight undergraduate research at Virginia Tech

Goal Accomplishment:
Collaborated with communications officers across campus to highlight students and faculty members engaged in undergraduate research.
Undergraduate student media team interviewed and created articles and videos of undergraduate researchers for posting on OUR website.

GOALS AND OBJECTIVES
for FY 2013

Secure additional support for undergraduate research activities

Engage students and faculty directly in the promotion, development, and expansion of a culture of undergraduate research

Work with research institutes to enhance and expand interdisciplinary research opportunities for undergraduates

Integrate undergraduate research into current international initiatives

Develop methods for archiving and tracking undergraduate research products and successes

Undergraduate Research by the Numbers

Office of Undergraduate Research contact hours: ~1500 with students, ~100 with faculty members

Tools for Success in Undergraduate Research workshop series in collaboration with University Libraries: 87 participants

10th Annual Undergraduate Research Conference (April 19, 2012): 522 participants, 108 student presenters

Students enrolled in Undergraduate research credits (4994 and 4994H): 592 in Fall 2011, 755 in Spring 2012, 46 in Summer I 2012, and 26 in Summer II 2012

Office of Undergraduate Research website (www.research.undergraduate.vt.edu): 107,000 Hits from January through May 2012

2012 summer undergraduate researchers on fellowship: 283

Student presenters at the first campus-wide Summer Undergraduate Research Symposium: 135

15+ Summer Undergraduate Research Programs with 300+ participants, including 10 NSF REU Sites