THE COLLEGE HOUSE RESEARCH FELLOW (RF) POSITION
Fellowship Expectations and Responsibilities

Spring Semester: Engaging Your House and Cohort

- Attend meeting with CHAS Director to review program and complete paperwork
- Attend Spring CHRP dinner meetings:
  - Workshop 1 (January): Introductory Meeting. Getting to know your cohort/Application of knowledge and articulating the social and personal values that inspire your research
    Assignment 1: Plan a social outing with your cohort
    Assignment 2: Complete online Responsible Conduct of Research (RCR) training before next workshop
    RCR training information can be found at www.citiprogram.org. You must login and register as an affiliate of the University of Pennsylvania, select “Add a course or update your learner groups,” and select the basic RCR training entitled “Responsible Conduct of Research (RCR) for all other individuals, including NSF and NIH funded students and trainees.” Then choose the one specific training that is most closely aligned with your project: Biomedical Research, Engineering, Humanities, Physical Sciences, or Social, Behavioral, and Education (SBE) Sciences. If you have any doubt about which area is the most appropriate training, please consult with your mentor. Note that RCR training will require several hours, so you should plan accordingly.
  - Workshop 2 (February): Discovery of knowledge and experiencing research challenges – Using visuals in research
    Assignment: Review Institutional Research Board (IRB) requirements
  - Workshop 3 (April): Technology and library resources on campus (Weigle Info. Commons, Penn Libraries)
    Assignment: Complete CURF poster requirements
    Schedule meeting(s) with House Fellows and/or House Director to discuss the following:
    - Strategies to engage your House with the opportunities available through the Center for Undergraduate Research and Fellowships (CURF)
    - Ideas and schedule for research-related programming (at least 1 event)

- Attend consultation appointment with specialist research librarian (spring or summer if in Philadelphia)
- Attend social outing with cohort

Summer: Research on Your Own

Fall Semester: Disseminating Your Research

- Attend CURF Open House and Research Expo at the beginning of the semester with your poster
- Attend an individual meeting with CHAS Director to review involvement and provide updates on research progress
- Attend Fall CHRP dinner meetings:
  - Workshop 4 (September): Integration of knowledge and encountering the boundaries of your discipline(s)
    Assignment: Create an outline of a 5-minute presentation on your current research to bring to the next workshop
  - Workshop 5 (October): Communicating your knowledge through public speaking (CWiC – available for 1:1 meetings)
    Assignment: Write an elevator pitch of your research project to bring to next workshop
  - Workshop 6 (November): Next Steps: Grant Writing and Fellowships
    Assignment: Submit a proposal to present at Research Conference

- Send update and thank you to the House Fellows in the College House that sponsored you
- Attend social outing with cohort
- Attend an exit interview with CHAS Director to reflect on program experience

Research Fellows interested in advancing their research project beyond the two semesters of the program may apply for additional mentoring and support.