

# Chancellor's Graduate Internship (CGI) Program

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*April 3, 2017*

## Overview

- Nine month 50% GSR (Fall, Winter Spring) to advance university goals in undergraduate and graduate education, such as persistence, graduation, diversity, and placement opportunities.
- Projects should aim to have a significant positive impact on the campus, immediately or over the longer term.
- Funding is approximately two-thirds central and one-third project-based, such as research, department, or division funds.
- Doctoral students should work with prospective faculty advisor and research sponsor, who may or may not be a faculty member, to identify funding.
- Projects should relate to student's research or professional goals.
- Proposal, including funding commitment, due Friday, May 12, 2017.
- Proposals should be submitted electronically **as a single file** to vpdgs@ucsc.edu .

## Background

[Chancellor Blumenthal](#) is committed to expanding campus-focused internships to graduate students, providing doctoral students in particular the opportunity to study and advance the transformative student experience at UC Santa Cruz.

The goal of the Chancellor's Graduate Internship (CGI) program is to facilitate projects by doctoral students in any program that will have a significant positive impact on the campus, immediately or over the longer term.

Second-year doctoral students who may integrate their proposed project with their prospective dissertation work are especially encouraged to apply.

Project topics may include things such as:

- Analysis and evaluation of programs and strategies, or comparative analysis of a set of strategies, to address problems or issues important for the campus.
- Engagement with undergraduates in a project to improve the campus.
- Quantitative or qualitative analysis of the experiences of different groups of students to develop proposals for improvement.
- Rigorous study of pedagogy with respect to a specific course or discipline
- Research on an issue relevant to the student experience that reviews

- current practice and scholarship and how it may apply to UC Santa Cruz
- Other projects that have the potential to help positively affect UCSC and be the foundation for a graduate research project, such as: outreach programs, retention activities, professional skill-set analysis and programming, etc.
- Projects that will have a significant impact on other campus goals, such as sustainability, community relations, or campus reputation.
- Other ideas not listed

Each project must have a faculty mentor who may or may not be the student's PhD advisor. The faculty mentors will be responsible for coordinating group seminars among the CGI students to further develop cross-campus collaboration.

Each student will take part in a CGI lunch meeting to report progress and receive feedback.

Each student should present CGIP-related work in the Graduate Research Symposium.

Each student will produce a final report on his or her project.

Each student will present their project to the CUIP Interns for comment and feedback, and, toward the end of the program, to Chancellor Blumenthal.

CGI students are encouraged, if space is available, to take part in the Graduate Leadership Certificate Program, for which applications will be solicited in Fall 2017 and which will be conducted in Winter 2018.

## **Funding**

The CGS program provides 2 quarters of GSR funding from Chancellor Blumenthal and Vice Provost and Dean of Graduate Studies Miller. Students will receive resident fee remission, GSHIP, and salary at their normal departmental appointment scale.

One additional quarter of GSR or fellowship funding is required from some other source, as well as a funding source for any additional expenses such as travel, laboratory supplies, or non-resident tuition. GSI funding may be considered if directly related to the project. TA funding will not be considered a match.

The faculty mentor will need to assist the student in identifying sources for project sponsorship, such as department, division, research, or other funds.

To simplify administration, the department or mentor should plan to set up the appointment with Academic Personnel for the full academic year and fund the Fall quarter with sponsor funds. Winter and spring quarter expenses will be reimbursed to the sponsor account(s) by the Chancellors office and Graduate Division at the end of each quarter.

Chancellor Blumenthal is planning to fund 5 CGI positions for 2017-18.

## Project Proposal Due Friday, May 12, 2017

Project proposals are due May 12 and should be **submitted electronically in a single PDF file** to [vpdgs@ucsc.edu](mailto:vpdgs@ucsc.edu).

Proposals will be at most 5 pages plus a one or two page resume, a letter of support, and a signature page.

The proposal is free-form, but may be organized as follows:

1. Title and abstract
2. Project goals within campus context
3. Background experience, work, data, or references
4. Project plan narrative
5. Discussion of project impact with respect to evaluation criteria
6. Budget, cost sharing, and project timeline
7. Resume (at most two pages)
8. At most one email or letter of support
9. Signature page in support of the proposal (only this page may be scanned)
  - a. The student
  - b. The project mentor(s)
  - c. The thesis advisor(s)
  - d. The program graduate assistant or graduate director indicating good standing and progress in the degree program
  - e. The project sponsor(s) and source (FOAPAL) for funds

## Project Proposal Evaluation

Projects will be evaluated and selected for funding based on the following criteria:

### 1. Potential Impact of Project

For example:

- a. Undergraduate recruitment, persistence, and graduation
- b. Graduate recruitment, persistence, and graduation
- c. Diversity and campus climate
- d. [Five for 2015](#), EVC Galloway's goals for timely graduation, retention and graduation rates, non-resident enrollment, Hispanic Serving Institution status, and multi-year budget and curriculum planning.
- e. Analysis of a specific program or process for improvement.
- f. Program design for a campus need
- g. Other goals of campus importance
- h. Potential for extramural funding

### 2. Importance to students' academic and professional development

For example:

- a. Opportunity for dissertation-related data
- b. Potential for publication
- c. Relation to dissertation project
- d. Career development and skill set enrichment.
- e. Potential for extramural funding

### 3. Impact for the Sponsor

For example:

- a. Opening up potential for future projects and research
- b. Continuation of the project or program in the future.
- c. Potential for extramural funding

4. **Other Impacts**

For example:

- a. Inclusion of other students as part of the project
- b. Impact on community and outreach
- c. Increasing interaction between undergraduate and graduate students outside classroom

5. **Feasibility and Likelihood of Success**

6. **Overall Quality of Proposal**