Group Joining Process – Fall 2016

The formal procedure for choosing a research advisor/group is outlined below:

- **Weeks 0**: students attend at least 2 or the 3 “Pitches and Posters” sessions and visit at least 5 faculty labs during the department **Open House**.
- **Weeks 0-3**: students **meet one-on-one** with at least five faculty members to discuss research opportunities before participating in rotations.
- **Weeks 4-12**: students complete at least three research **group rotations** before requesting a research advisor.
- **Week 13**: students **request groups** by providing a ranked list of (3) preferences for research advisor to the Graduate Operations Coordinator.
- **Week 15/16**: the GOC formally **assigns students to research groups** based on mutual agreements between students and faculty members.

1. **Research “Pitches and Posters”**: These will take place in the evenings during orientation week in Chemistry A101. The presentations highlight potential advisors’ philosophies, research efforts and opportunities for incoming students. Following the pitches, students will have an opportunity talk more with faculty and students at an informal poster session in the lobby.

2. **All Department Open House**: On Friday, August 18th at 5:00 pm, students will visit at least 5 different labs to learn more about research opportunities and talk with faculty and students.

3. **One-on-One Meetings**: Students will arrange meetings with at least 5 faculty members during the first weeks of the semester. Students are welcome to attend group meetings and related functions for any group. Faculty members are encouraged to express interest to students regarding rotations.
4. **Group Rotations:**
   a. At the end of week 3, students will provide a ranked list of three groups for rotation. Students will be assigned to groups for the first **two** rotations, taking into account student preferences as well as faculty scheduling.
   b. At the end of week 9, students will provide a ranked list of two groups for the third rotation. Students will be assigned to the third rotation based primarily on their preference but also taking into account faculty preferences and scheduling. This is intended to allow students appropriate time to focus their research interests.
   c. During the rotations in weeks 4-12, students and faculty members will agree at the outset on the requirements for a satisfactory rotation. The rotators’ research priorities are with the rotation group; the students will not engage in research outside of their rotation assignment, but can attend outside meetings/functions as long as they do not interfere with the current rotation assignment.
   d. Students must satisfactorily complete 3 rotations (faculty member signs off on the rotation) before they can bid to join any research group. Among other things, faculty may request that rotating students present or write up materials related to a project that they might pursue in that group.
   e. Chemistry research at CSU in the summer prior to matriculation may be counted as one group rotation.

5. **Group Assignments:** Students will turn in their preferences for groups by Friday, November 18th at noon. All students will be notified no later than the week of December 5th regarding group assignments.