CURL Student Fellowship Policy and Instructions

Statement on Principles of Research Involving Indigenous Communities
Acknowledging the colonial relationship with Indigenous communities at the heart of the long history of this institution in particular and the academic research enterprise globally, researchers at Huron University College commit to conducting and disseminating research related to indigenous communities from a position of partnership and mutual respect, recognizing indigenous ownership and control.

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CURL Student Fellowship Awards Policy

1. All Huron Faculty of Arts and Social Science (FASS) students currently registered in a program at Huron are eligible to apply for a CURL Student Research Fellowship Award.

2. Graduating students are eligible to apply **provided that at the time of application they are still registered Huron students.** For example, a student who completes their studies in April 2019 could participate in the following Summer Fellowship cycle (May-August 2019), and a student who completes their studies in December 2019 may participate in their current Fall/Winter Fellowship cycle (October 2019-April 2020). We strongly recommend that graduating students moving onto Master's studies pick a Fellowship cycle that enables them to complete their Fellowship before their Master's studies begin.

3. Students who have previously held a CURL Student Fellowship Award are not eligible to apply for a second Fellowship Award. Previous winners of Travel Busaries are eligible for Student Fellowships and vice versa.

4. All applications must be supported by a CURL Faculty Associate who will serve as the official Faculty Mentor for the research project. This Faculty Mentor must be a current CURL Faculty Associate, and the Faculty Mentor must complete the Faculty Statement component of the application (see item #8b). Other faculty members may collaborate on the research, but at least one MUST be a member of CURL at Huron.

5. Members of the CURL Steering Committee may NOT apply or serve as Faculty Mentors to a Student Fellowship application.

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6. There are two funding periods:
   a. Summer Fellowships: May 1 to August 30 (application due March 15)
   b. Fall/Winter Fellowships: October 1 to April 30 (application due September 30).

7. Each Fellowship Award is worth $1500.

8. All completed applications received by the due date will be ranked by the CURL Awards Committee. The rubric for assessment of applications may be found on page 3 of this document.

9. Each application for a CURL Student Research Fellowship Award includes two parts: a Student Application and a Faculty Mentor Statement.

   a. The Student Application component is intended to provide the Awards Committee with a brief summary of the proposed research project, its significance, and a description of the methodology to be used.

   b. The Faculty Mentor Statement is intended to provide the Awards Committee with a sense of the viability of the proposed research project and the nature of the student's role in the project.

10. CURL Fellowship Awards may only be awarded to research proposals that are extra-curricular in nature. In other words, the award may NOT fund projects that are part of course assignments or are conducted in order to obtain course credit. However, the research project idea may originate from a course project. Please direct any inquiries regarding the acceptability of the proposal to curl@uwo.ca .

11. The terms of the CURL Student Fellowship Award are as follows:

    a. CURL Student Fellowship Award winners will be asked to present research findings at the year-end CURL Spring Conference (held annually at Huron in April).

    b. CURL Student Fellowship Award winners will be asked to periodically update the CURL Steering Committee on the status of your research project and to provide some content for the CURL website regarding the on-going research project.

    c. CURL Student Fellowship Award winners will be asked to complete a final report of their project and outcomes AND a written reflection of the research learning experience. These documents will be submitted to the CURL Awards Committee by the end of the tenure of the award (i.e., April 30 or August 30, respectively). Extensions to these dates may be granted on a case-by-case basis by email to the CURL Awards Committee at curl@uwo.ca . The final report of the Fellowship may take many forms; instructions are provided starting on page 6 of this document.

CURL Student Fellowship Assessment Rubric

Student Fellowship Applicant Name:

Fellowship Faculty Mentor Name:

Project Title:

Using the rubric below, rate the complete application (using the faculty mentor component as a support to the student application) on three dimensions.

Dimensions	Unacceptable	Acceptable	Very Good	Outstanding
1. Summary/Identification and Articulation of the Problem (What)				
2. Significance (Why)				
3. Research Design and Methodology (How)				

Other Comments:

Final Assessment:

Not Acceptable   Borderline   Acceptable

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1. Summary/Identification and Articulation of the Problem (What)
Unacceptable - Presentation fails to adequately describe research objectives and provide relevance to existing bodies of knowledge; rationale for research objectives is absent or weak

Acceptable – Research objectives are presented; flaws in scope of research may be present; relevance to existing knowledge is described; an acceptable rationale for research objectives is presented

Very Good - Research objectives are clearly and succinctly presented; aims are appropriate in scope; a rationale for the research objectives is presented

Outstanding - Research objectives are structured to provide a logical framework to address the problem providing evidence of a thorough analysis of the existing bodies of knowledge; a compelling rationale for the research objectives is presented

2. Significance (Why)

Unacceptable - The project only addresses an issue or an epiphenomenon that has very limited translational value and only produces some incremental information relative to the research review presented

Acceptable – The project addresses an important issue and has the possibility to fill existing knowledge gap in a particular field.

Very Good - The project addresses an important issue with high translational potential; The findings from the proposed studies are expected to fill the existing knowledge, technical, or practice gap.

Outstanding - The project addresses an important issue with high translational potential; The findings from the proposed studies are expected to fill the existing knowledge, technical, or practice gap and have a high probability of changing the existing paradigms.

3. Research Design and Methodology (How)
Unacceptable - Confused presentation of information and evidence in support of proposal

Acceptable – Organization of evidence and analysis is generally clear but may contain flaws

Very Good - Organization of evidence and analysis reflects clear relationships of information supporting proposal / presentation; clear multi/interdisciplinary connections

Outstanding – Organization of evidence and analysis is exceptionally clear in showing relationships of information supporting proposal / presentation including an indication of the relative importance of components of the evidence presented; critical assessment of existing information is evident; demonstrates significant multi/interdisciplinary connections

CURL Student Fellowship Report

Notes

1. CURL celebrates and advertises our Fellows' work on our website (huronresearch.ca/curl/) and social media channels (Facebook + Instagram: curlathuron; Twitter: huronresearch). Archiving our Fellows' work assists us in advertising our programming and assists you in applying for jobs, Master's programs, etc. You are welcome to request edits, updates, and removals at any time.

2. You own your work. You are welcome to submit your work for publication anywhere you wish; however, be aware that some journals, magazines, etc. may only publish unique (i.e: previously unpublished) work. Read submission guidelines accordingly. If you would like to attempt to publish your work elsewhere before allowing it to appear on the CURL website, please inform us in your submission email.

3. Students are strongly encouraged to **take pictures** during their Fellowship—pictures make your page stand out and help us advertise your awesome work on social media!

4. CURL reserves the right to edit and request changes to the report for the purposes of clarity, conciseness, breadth, etc.

Instructions

1. The standard CURL Fellowship Report is a minimum 1250-word document that describes your research question, methodology, and outcomes in detail. We welcome reports with visual components like photos and infographics.

   CURL supports learners of different styles and strengths and encourages various forms of knowledge mobilization. Therefore, students may submit their report/project in an alternative format or a blend of formats.

   Regardless of format, all projects must describe your research question, methodology, and outcomes in detail, and all projects must be digitized.

   Here are some ideas:
   a. A documentary
   b. A podcast
   c. A website or other interactive format
   d. A highly visual report
   e. A comic book
   f. A magazine or newsletter

2. Regardless of format, All CURL projects must include your name, date of submission, and a written abstract/summary.

   a. Fellows completing standard written reports must include this information on the title page or first page.

   b. Fellows using alternative formats must include these details in the submission email but may also include it elsewhere.

3. Regardless of format, all CURL reports/projects should follow a formal citation style, such as MLA, APA etc.

   a. Fellows completing standard written reports should include their citations according to their chosen style, e.g., a Works Cited page for MLA, etc. Please consult with your Faculty Mentor before submission of the report.

   b. Fellows using alternative formats must submit a written citation list to be included on their CURL webpage. Please consult with your Faculty Mentor before submission of the report.

4. Standard written CURL reports should include the CURL logo, which is obtainable from our website, on the title page, or in the header, or in the footer. This is for publication on our website—you do not need to include this logo when submitting your report to other publishers.

5. CURL strives to make the research learning process accessible to students regardless of income, ability, etc. We encourage our Fellows to think about how they can make their outcomes accessible to as many communities as possible: could your wording be made more understandable to non-academic audiences? Could your documentary include subtitles? Could your podcast include a transcript? Could warnings be issued about content that may trigger a photosensitive seizure?

6. Please consult with your Faculty Mentor before submission of the report to ensure your Faculty Mentor is aware of the content and form of your report.

CURL Student Fellowship Reflection

Notes

1. Like the Fellowship Report, your Reflection will be used to celebrate your achievements and promote CURL programming on CURL's website and social media. You may request edits, updates, and removals at any time.

2. CURL reserves the right to edit and request changes to the reflection.

3. Your Reflection will also be used to improve CURL programming. You are welcome to include critical feedback. We want to be the best we can be!

Instructions

1. The Reflection is a minimum 400-word document that is separate from your report/project and details your experience with your CURL Fellowship. This is a highly individual document, so it may go in many directions. Here are some suggested topics:

   a. Did the CURL Fellowship enable you to do things that you couldn't have done on your own?

   b. Do you feel better equipped for Master's-level research, managing projects in your career, etc.? Why or why not?

   c. What problems did you run into, and how did you solve them?

   d. What specific skills did you train along the way and how?

   e. What surprised you? Did you have to rethink your research question, scope, methodology, or report format? How did you deal with these changes?

   f. What role did your Faculty Mentor play? How did you both negotiate that role? How integral was mentorship to your success?

   g. Knowing what you know now, would you have done something differently?

   h. Do you intend to expand upon your project or mobilize this knowledge? How? (e.g., website, community event, journal submission…)

   i. Would you recommend a CURL Fellowship to other students? Why or why not? What advice would you give to future CURL Fellows?

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