

MARC/IMSD FACULTY MENTOR LETTER OF SUPPORT –please provide these instructions along with the faculty expectations document to your faculty mentor.

Dear Prospective MARC or IMSD Faculty Mentor,

The MARC and IMSD Scholars programs aim to promote a more diverse and inclusive scientific research community at Berkeley and nationally. Both programs are rigorous research-intensive training programs that provide undergraduate Scholars with a high level of financial, personal, professional and academic support over a 1-2 year (IMSD) or 2 year (MARC) period. Scholars are expected to enter into a Ph.D. or MD/Ph.D. program in the biomedical/behavioral sciences and to be well equipped to succeed in the program of their choice. A letter from you is required as part of the student's application. There are two areas that must be addressed in your letter.

1. Please discuss the student's qualifications to be a MARC or IMSD scholar including academic performance, commitment to research and her/his potential for graduate studies. Feel free to address any special or extraordinary circumstances that may have impacted your student.
2. Scholarship extends beyond academic excellence. A scholar should maintain a high standard of academic performance and at the same time, demonstrate a commitment to research by actively engaging in as many aspects of the research group work (e.g. research, lab meetings, journal clubs) as possible. Scholars need to not only learn the mechanics of scientific research and their responsibility to maintain the highest ethical standards, they should also understand the culture of the scientific community and how to successfully navigate professional relationships. As prospective future faculty and scientific leaders they should have opportunities to develop and refine their communication and leadership skills. Scholars should understand the many roles and responsibilities that scientists have in society and the options that are available to them after they have completed their graduate degree. *Given these expectations, please describe how you will mentor the student and assist in their development as a MARC or IMSD Scholar.*

Please submit your letter by email to marcscholars@berkeley.edu. Letters are due by **12:00 PM, APRIL 7, 2013**. If you have any questions please contact Rachel Henderson (rhenderson@berkeley.edu/510-643-4746) or Corey Welch (coreywelch@berkeley.edu/510-643-3866)

Expectations for MARC/IMSD Faculty

Background: The MARC and IMSD Scholars programs aim to increase the number of undergraduates who are first-generation college goers, low income, disabled, or from underrepresented minority groups who go on to pursue Ph.D. or M.D./Ph.D. degrees in biomedical/behavioral sciences. The programs will do so by increasing Scholars' interest in and understanding of research and research careers, promoting their academic success, providing strong mentoring, providing research and professional training in the labs of exemplary faculty and preparing them to be competitive applicants for Ph.D. and M.D./Ph.D. programs.

IMSD and MARC undergraduate scholars will be funded to spend up to two years in a research position (IMSD: 1 year with the possibility of continuation for a second year; MARC: 2 years), contingent upon maintaining satisfactory academic performance and program participation. They are expected to continue on and obtain a graduate degree (Ph.D. or M.D./Ph.D.) in the biomedical or behavioral sciences.

If your student is selected as a MARC or IMSD Scholar we ask that you:

- Meet frequently and consistently with the Scholar. Ideally once per week as schedules/travel permit. Make your expectations clear in the first few meetings.
- Assign Scholars to a strong mentor (graduate student/post-doc) in your lab. This person should be able to provide daily research supervision and guidance.
- Assist the Scholar and graduate/post-doc mentor in developing a plan for a viable, independent research project.
- Encourage participation in lab meetings, journal clubs, on-going scientific conversations, informal chats and social events with the laboratory.
- Share your enthusiasm for research. Your passion for research can be inspirational.
- Assist the Scholar in preparing research presentations (posters and talks).
- Assist the Scholar in identifying suitable conferences to attend with you or the immediate lab mentor who will serve as a guide and interlocutor.
- Assist the Scholar in developing professional networks.
- Help demystify research and graduate school. Help them understand aspects of the process/culture that may be “second-nature” to you but not necessarily obvious to an undergraduate.
- **Assist the Scholar in identifying extramural summer 2014 research opportunities (MARC) or externships (IMSD). Help them identify prospective mentors.**
- Give the Scholar opportunities to develop their leadership and communication skills. Invite them to give presentations at group meetings, initiate projects and organize events.
- Provide honest, critical feedback to the Scholar to help her/him become independent thinkers and leaders.
- Contact the MARC/IMSD staff with any concerns you may have about the Scholar and work with the staff to help resolve any conflicts or issues.
- Inform the MARC/IMSD staff if there are concerns about the Scholar (academic, research, personal) that should be addressed (e.g. not showing up in lab, not doing well in classes).
- Share your experience and insight as a mentor with other faculty, post-doctoral fellows and graduate students in order to promote more effective mentoring.

Expectations of MARC/IMSD Staff

In addition to serving as mentors and advisors to the Scholars and providing financial and programmatic support, the MARC and IMSD Staff also serve as a resource to the faculty and immediate lab mentors. As staff we will:

- Serve as a resource to Scholars and faculty to help the Scholars develop as research leaders/scientific citizens and to be successful in their graduate studies.
- Inform faculty about any concerns (barring any confidentiality issues) about Scholars, assist in resolving those concerns, and to be available to both Scholars and faculty.
- Serve as resource to faculty and lab mentors to help resolve any conflicts.
- Provide faculty and lab mentors the opportunity to communicate their experiences as mentors with other Scholar mentors and staff.
- Assist faculty and lab mentors by supplementing the Scholars’ experiences ‘beyond the bench’ with additional opportunities to develop their scientific networks, leadership, professional development, and communication skills.
- Assist the faculty and lab mentors by helping Scholars to identify extramural summer research opportunities (MARC), externships (IMSD) and prospective graduate programs.
- Assist faculty and lab mentors by providing academic and career advising specific to each Scholar.