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TO: Boston University Faculty and Staff

FROM: Jean Morrison, University Provost and Chief Academic Officer *jm*
Elizabeth Loizeaux, Associate Provost for Undergraduate Affairs *EL*

DATE: November 25, 2013

SUBJECT: Search for Director of the Undergraduate Research Opportunities Program (UROP)

The Boston University Undergraduate Research Opportunities Program (UROP) was established by the Provost's Office in 1997 to promote and develop research experiences for undergraduates. Since its inception, UROP has involved over 3000 undergraduates in research and now manages several intramurally and extramurally funded programs under the UROP umbrella. Although it began by primarily supporting Science, Technology, Engineering and Math (STEM) students in research on the Charles River Campus, UROP now supports undergraduates undertaking research, scholarship and art across a wide range of disciplines, including at the Medical School and abroad. Information about UROP can be obtained at www.bu.edu/urop.

The Provost seeks applications for the position of Director to replace Professor Tom Gilmore, who will step down in August 2014 after seven years at the helm of UROP. During that time, UROP has grown in scope and doubled its budget. In 2012-13, it granted \$1 million to more than 400 students doing research across the university. That research resulted in, among other things, 84 publications on which 103 undergraduate students are listed as co-authors, and 119 meeting abstracts on which 147 students were co-authors and/or presenters. At the 16th Annual Research Symposium on October 18, 2013, during Parents' Weekend, 250 UROP-supported students presented their work to approximately 600 visitors.

The Director provides the intellectual direction for UROP and oversees all aspects of its activities, including office/budget management and development, the annual research symposium, summer and academic year research programs, information and fund-raising activities, and many interactions with students and faculty about research-related issues. UROP also seeks and supports applications for extramural support for undergraduate research, and currently has grants from the National Science Foundation, the Beckman Foundation, as well as corporate and alumni support.

The Director is supported by a staff that includes a full-time Assistant Director, a full-time Program Administrator, and work-study students. In addition, the Director is advised on funding

and program decisions and directions by a Faculty Advisory Committee, which consists of approximately a dozen faculty from across the University. The Director reports to the Associate Provost for Undergraduate Affairs.

Among the goals of the next Director will be continued expansion of the range of disciplines supported by UROP and the further development of UROP as the visible hub of undergraduate research on campus.

The position is open to all full-time Associate and Full Professors, with preference given to those who have worked extensively with undergraduates.

To apply, please send a cover letter and cv to Associate Provost for Undergraduate Affairs Beth Loizeaux by Monday, January 6, 2014.

Cc: Academic Deans
Provost's Cabinet