

2013 VFP/C RTP Syllabus

DOE – Visiting Faculty Program (VFP)/BNL – College Research Team Program (CRTP)

Sunday, June 2	Anytime Anytime 5:00 pm – 7:00 pm	Arrival of non-local students Dormitory Check-in Welcome with OEP staff at Bldg. 400 (heroes, salads and drinks)
June 03 –07 (Week 1)		
Monday, June 03	8:00 am – 9:15 am 9:15 am - 12:15 Noon	All students arrive and check-in at Berkner Hall (Bldg 488) ORIENTATION: <ul style="list-style-type: none"> • BNL overview • BNL policies • <u>GROUP PHOTO</u> • Environmental safety and health training information • BNL Pre-participation survey • Deliverable guidelines • Discussion of student and mentor roles • Emergency services information (Industrial Medicine Clinic, Employee Assistance Program, firehouse, police) • Additional student resources (e.g. www, e-mail; transportation: on-site shuttle, bicycles, weekday Long Island RR connection; recreation)
	12:30 pm -1:30 pm	Meet your Mentor Luncheon at Berkner Hall (Bldg 488)
	1:30 pm – 5:00 pm 2:00 pm – 5:00 pm 5:00 pm - 8:00 pm	Interns/faculty report to their respective departments with their mentors Rad Worker 1 – Part II (Building 438 Auditorium) if required Transportation provided for shopping at local grocery center for students who need supplies. Pickup at Building 438.
Tuesday, June 04	8:30 am – 5:00 pm 1:00 pm – 5:00 pm 2:00 pm – 3:30 pm	Interns/faculty report to assigned departments VFP/CRTP interns also take additional safety training as required and complete pre-survey through EduLink at Bldg 438. Biology & Medical interns report to Bldg 463 Seminar Rm. for a Dept. Orientation Physics interns report to Physics - Bldg 510, Orange Rm. for a Dept. Orientation
Wednesday, June 05	8:30 am – 9:30 am 9:30 am – 10:00 am 10:00 am – 10:30 am 10:30 pm – 5:00 pm	BNL Campus Orientation Tour for VFP/CRTP and CCI interns (Berkner Hall – Bldg. 488) VFP/CRTP professors meet with Program Manager (Bldg 438) VFP/CRTP interns join professors in Program Manager meeting (Bldg. 438) VFP/CRTP interns tour the Research Library (Bldg. 477) Interns/professors report to assigned departments
Thursday, June 06	8:30 am – 5:00 pm	Interns/professors report to assigned departments
Friday, June 7	8:30 am – 5:00 pm 10:00 am – 12:00 pm 12:00 pm – 5:00 pm 2:00 pm – 4:00 pm	Interns/professors report to assigned departments and continue summer projects Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online at scienceinterns.com) DOE Pre-Survey due , submit New Appointment Checklist Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online at scienceinterns.com)
June 10-14 (Week 2)	8:30 am – 5:00 pm 12:00 pm – 1:30 pm	Interns/professors work in their laboratories Monday through Friday VFP/CRTP professors meeting with Program Manager (Bldg 400 - RSB2)
<i>Interns must attend one (1) of the following Written Deliverables Meeting</i>		
Monday, June 10	8:30 am - 9:30 am 12:30 pm – 1:30 pm 4:00 pm – 5:00 pm	Deliverables meeting 1 Bldg 438 Auditorium Deliverables meeting 2 Bldg 438 Auditorium Deliverables meeting 3 Bldg 438 Auditorium
June 12 Wednesday	8:30 am - 9:30 am	Deliverables meeting 4 Bldg 438 Auditorium
Friday, June 14	10:00 am – 12:00 pm 12:15 pm – 1:15 pm 2:00 pm – 4:00 pm	Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online at scienceinterns.com) Brown Bag Seminar #1 Building 463 biology auditorium Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online at scienceinterns.com)

June 17-21 (Week 3)	8:30 am – 5:00 pm	Interns/professors work in their laboratories Monday through Friday
Monday, June 17	12:00 pm – 1:30 pm	VFP/CRTP professors meeting with Program Manager (Bldg 400 - RSB2)
Friday, June 21	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online at scienceinterns.com)
	12:15 pm – 1:15 pm	Brown Bag Seminar #2 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online at scienceinterns.com)
June 24-28 (Week 4)	8:30 am – 5:00 pm	Students work in their laboratories Monday through Friday
Monday, June 24	12:00 pm – 1:30 pm	VFP/CRTP professors meeting with Program Manager (Bldg 400 - RSB2)
Friday, June 28	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #3 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online)
July 01 – July 05 (Week 5)		<u>Thursday, July 04 & Friday, July 05 - Holidays, Laboratory Closed</u>
	8:30 am – 5:00 pm	Students work in their laboratories Monday through Wednesday
Monday, July 01	12:00 pm – 1:30 pm	VFP/CRTP professors meeting with Program Manager (Bldg 400 - RSB2)
Wednesday, July 03	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online)
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online)
July 08 – July 12 (Week 6)	8:30 am – 5:00 pm	Students work in their laboratories Monday through Friday
Monday, July 08	12:00 pm – 1:30 pm	VFP/CRTP professors meeting with Program Manager (Bldg 400 - RSB2)
Wednesday, July 10	8:30 am – 4:00 pm	<u>ABSTRACT: FIRST DRAFT DUE</u>
Friday, July 12	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #5 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online)
July 15 -19 (Week 7)	8:30 am – 5:00 pm	Students work in their laboratories Monday through Friday
		Students must attend Individual Abstract Meetings with Writing Coach as per scheduled appointment (Bldg 438)
Monday, July 15	12:00 pm – 1:30 pm	VFP/CRTP professors meeting with Program Manager (Bldg 400 - RSB2)
Friday, July 19	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #6 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)
July 22 – July 26 (Week 8)	8:30 am – 5:00 pm	Students work in their laboratories Monday through Friday
Monday, July 22	8:30 am	<u>ABSTRACT: DEPARTMENTAL DRAFT DUE</u>
	12:00 pm – 1:30 pm	VFP/CRTP professors meeting with Program Manager (Bldg 400 - RSB2)
Friday, July 26	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #7 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online)
July 29 – Aug 02 (Week 9)	8:30 am – 5:00 pm	Students work in their laboratories Monday through Friday
Tuesday, July 30		<i>Poster printing begins</i>
Friday, Aug 02	10:00 am – 12:00 pm	Interns stipend distribution (Last names A-L) & Weekly Reports due (Submit online)
	12:15 pm – 1:15 pm	Brown Bag Seminar #8 Building 463 biology auditorium
	2:00 pm – 4:00 pm	Interns stipend distribution (Last names M-Z) & Weekly Reports due (Submit online)
	4:30 pm	<u>FINAL ABSTRACT, REPORT & POSTER due and Submitted to DOE</u>
August 05 -09 (Week 10)		Students work in their laboratories and on their presentations all week.
		<u>NO BROWN BAG SEMINAR</u>
Tuesday, August 06	8:30 pm – 3:00 pm	Last day to Pick Up Posters
Wednesday, August 07	8:00 am – 9:00 am	Student Registration & Poster Set-up
	9:00 am. – 11:00 am	Graduate School Panel Session
	11:15 am – 1:15 pm	Poster Presentations - dry run
	2:00 pm – 4:00 pm	Graduate school Fair
Thursday, August 08	8:00 am – 9:00 am	Student Registration & Poster Set-up
	9:30 am -11:45 am	Student Oral Presentation (Berkner Auditorium, Bldg. 555, Bldg. 510 & Bldg. 463)
	11:45 am – 12:30 pm	Lunch
	12:30 pm – 1:45 pm	Poster Presentations
	2:00 pm – 4:00 pm	Closing Ceremony
Friday, August 9 - Last Day		Student Deliverables due:
		<ul style="list-style-type: none"> • BNL Exit Survey • DOE Post Survey • Dormitory check-out/departure • Stipend distribution will be based upon successful submission of all deliverables to DOE and BNL