2018 VFP/CRTP/NSF Syllabus

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

Sunday, June 3
Anytime
Arrival of non-local interns
Anytime
Dormitory Check-in
4:00 pm – 6:00 pm
Welcome with OEP staff at Bldg. 400 (heroes, salads and drinks)

June 04 – 8 (Week 1)

Monday, June 04
8:00 am – 8:40 am
All interns arrive and check-in at Berkner Hall (Bldg 488)
8:45 am – 12:15 Noon
ORIENTATION:
• BNL overview
• BNL policies
• GROUP PHOTO
• 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 – 4:30 pm
Rad Worker 1 – Part II (Building 438 Auditorium) if required
1:30 pm – 3:30 pm
Photon Science Summer Student Orientation – NSLS II, Bldg. 743, RM156
1:30 pm – 5:00 pm
All other interns report to their respective departments
5:00 pm – 8:00 pm
Transportation provided for shopping at local grocery center for interns who need supplies.
Pickup at Building 438.

Tuesday, June 05
8:30 am – 9:30 am
CCI/CCRP interns meet with Program Manager (OEP – Bldg 438)
9:30 am – 11:00 am
BNL Campus Orientation Tour for CCI/CCRP (OEP Bldg. 438)
11:00 am – 5:00 pm
Students report to assigned departments

Thursday, June 07
8:30 am – 5:00 pm
Interns report to assigned departments

Friday, June 8
8:30 am – 5:00 pm
Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com)
10:00 am – 11:30am
Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online at scienceinterns.com)
12:00 pm – 5:00 pm
DOE Pre-Survey due, submit New Appointment Checklist

NOTE:
ALL INTERNS must review the New Appointment Check List with their Mentor/Supervisor.

June 11-15 (Week 2)

Monday, June 11
8:30 am – 9:30am
Deliverables meeting 1 490 Large Conference Room
12:30pm – 1:30 pm
Deliverables meeting 2 490 Large Conference Room
4:00pm – 5:00pm
Deliverables meeting 3 490 Large Conference Room

Tuesday, June 12
11:15am – 2:15pm
Faculty Colloquium TBA

Wednesday, June 13
8:30am -9:30am
Deliverables meeting 4 Bldg 438 Classroom
12:30pm-1:30pm
Deliverables meeting 5 Bldg 438 Classroom

Friday, June 15
10:00 am – 11:30am
Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com)
2:00 pm – 4:00 pm
Interns stipend distribution (Last names L-Z) & Weekly report due (Submit online at scienceinterns.com)
June 18-22 (Week 3)
8:30 am – 5:00 pm
Interns go to their assigned departments Monday through Friday

Tuesday, June 19
11:15am – 2:15pm Faculty Colloquium TBA
Wednesday June 20
11:00am-1:00pm Safety Quiz Bowl Berker auditorium
Friday, June 23
10:00 am – 11:30am Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online at scienceinterns.com)
2:00 pm – 4:00 pm Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online at scienceinterns.com)

June 25-29 (Week 4)
8:30 am – 5:00 pm Interns go to their assigned departments Monday through Friday

Tuesday, June 26
11:15am – 2:15pm Faculty Colloquium TBA
Wednesday, June 27
11:15am – 2:15pm Faculty Colloquium TBA
Friday, June 29
10:00 am – 11:30am Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
2:00 pm – 4:00 pm Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)

FRIDAY FIRST ABSTRACT DRAFT DUE JUNE 29

July 2 – July 06 (Week 5)
8:30 am – 5:00 pm Interns report to their assigned departments Monday, Tuesday, Thursday through Friday

Tuesday, July 03
11:15am – 2:15pm Faculty Colloquium TBA
Wednesday, July 04
Holiday, Laboratory Closed
Thursday, July 05
FIRST SET OF WRITING CONFERENCES START JULY 5 AND END ON JULY 13
Friday, July 07
10:00 am – 11:30am Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
2:00 pm – 4:00 pm Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)

FRIDAY FIRST ABSTRACT DRAFT DUE JUNE 29

July 09 – July 13 (Week 6)
8:30 am – 5:00 pm Interns go to their assigned departments Monday through Friday

Tuesday, July 10
11:15am – 2:15pm Faculty Colloquium TBA
Friday, July 12
10:00 am – 11:30am Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
2:00 pm – 4:00 pm Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)

July 16-20 (Week 7)
8:30 am – 5:00 pm Interns go to their assigned departments Monday through Friday
Interns must attend Individual Abstract Meetings with Writing Coach as per scheduled appointment (Bldg 438)

Tuesday, July 17
11:15am – 2:15pm Faculty Colloquium TBA
Thursday, July 19
ABSTRACT: DEPARTMENTAL DRAFT DUE
Friday, July 20
10:00 am – 11:30am Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
2:00 pm – 4:00 pm Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)

July 23 – July 27 (Week 8)
8:30 am – 5:00 pm Interns go to their assigned departments Monday through Friday

Tuesday, July 24
11:15am – 2:15pm Faculty Colloquium TBA
Friday, July 27
10:00 am – 11:30am Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
2:00 pm – 4:00 pm Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)

July 30 – August 03 (Week 9) 8:30 am – 5:00 pm Interns work in their laboratories Monday through Friday

Tuesday, July 31
POSTER PRINTING DEADLINE AND THIRD DRAFT OF ABSTRACT DUE
11:15am – 2:15pm Faculty Colloquium TBA
Friday, August 3
10:00 am – 11:30am Interns stipend distribution (Last names A-K) & Weekly Reports due (Submit online)
2:00 pm – 4:00 pm Interns stipend distribution (Last names L-Z) & Weekly Reports due (Submit online)

August 06 -10 (Week 10)
Interns report to their assigned departments and continue on their presentations Monday, Tuesday and participate in the Closing Ceremonies.

Tuesday, August 07
8:30 pm – 3:00 pm Last day to Pick up Posters
Wednesday, August 8
8:30 am – 10:30 am Graduate School Panel Session
11:00 am – 1:30 pm Poster Presentations - dry run
2:00 pm – 4:00 pm Graduate school Fair

Thursday, August 9
8:00 am – 4:00 pm Closing Ceremony
Selected Student Oral Presentations
Poster Presentations

Friday, August 10 - Last Day
Student Deliverables due:
• 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 and a signed checkout sheet