

Undergraduate Student Initiated Education (USIE) 2019-20 USIE Faculty Mentor Agreement

Dear Faculty Member,

Thank you for agreeing to serve as a faculty mentor for the 2019-20 Undergraduate Student Initiated Education (USIE) program. Please complete the form below and submit it via e-mail to the USIE office (usie@college.ucla.edu) no later than **Monday, April 15th, at 5:00 p.m.** Please note if you are a Unit-18 Lecturer, this is a non-compensated activity. We recommend that you consult with the chair of your hiring department for confirmation of your status. Student applicants are required to submit a separate application; however their file is not complete and their candidacy will NOT be considered unless the Faculty Mentor Agreement is received by the Monday, April 15th deadline.

FACULTY MENTOR INFORMATION

Name: _____

Department: _____

E-mail Address: _____ Campus Phone: (_____) _____

By submitting this form, you acknowledge that you have read the agreement below and agree to serve as a faculty mentor for [Insert USIE Applicant's Name]: _____

FACULTY AGREEMENT

As a USIE faculty mentor, you agree to:

1. Express a belief that the student has the intellect and character to be an effective and responsible facilitator of an academically useful course which can be adequately prepared by the end of the WINTER 2020 quarter;
2. Meet regularly with the student during SPRING 2019, FALL 2019 and WINTER 2020 to develop the seminar syllabus and the requisite knowledge of the course material;
3. Visit the seminar at least once, be available as a continuing resource for the facilitator, and serve as the instructor of record for the course (including submitting the final grades), during the SPRING 2020 quarter.

Please review the [Faculty Mentor Checklist](#) for further details about faculty mentor responsibilities.

LETTER OF SUPPORT

Write a brief letter of support for the applicant (250 words or less).