**SF BUILD Scholar Development Plan**

Below you will layout your academic and professional goals. You will also develop an action plan to help guide your progress in this program. You will review this document with your Research Advisor as well as with the SF BUILD student program directors to get feedback at least twice a year.

Date:

SF BUILD Scholar Name:

Research Site: ☐ SFSU ☐ UCSF

UCSF/ SFSU Research Advisor (PI):

UCSF/ SFSU Research Mentor (your immediate research contact):

SF BUILD Program Director:

1. Please describe your career aspirations.
2. What is your target date for graduation?
3. Given your target date for graduation, when do you plan to take the courses required to fulfill your degree requirements? Please complete the table below with the semester date and course names/numbers:

|  |  |  |  |
| --- | --- | --- | --- |
| **Semester 1:** | **Semester 2:** | **Semester 3:** | **Semester 4:** |
| $⊡$**Fall ︎** $⊡$**Spr 20 \_\_\_\_** | $⊡$**Fall ︎** $⊡$**Spr 20 \_\_\_\_** | $⊡$**Fall ︎** $⊡$**Spr 20 \_\_\_\_** | $⊡$**Fall ︎** $⊡$**Spr 20 \_\_\_\_** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. Please describe your academic goals. These goals should align with your long-term career plans stated above (#1).
2. What are the requirements for admission into the graduate programs to which you are

interested in applying?

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Institution 1** | **Institution 2** | **Institution 3** |
| **Institution Name** |  |  |  |
| **Graduate Program** |  |  |  |
| **UG Major** |  |  |  |
| **GPA** |  |  |  |
| **Prior Research Experience**  |  |  |  |

1. Please describe the overall goal of the research, research question(s) to be addressed, and general approach.

Overall Goal:

Research Question(s):

General Approach(es):

1. Given your target date for graduation, what do you want to achieve with regards to your research project?
2. Complete the table below.

|  |  |
| --- | --- |
| **Below is a list of my talents and strengths that I can bring to my research training experience** | **Below is a list of the skills and knowledge that I would like to enhance*. (Please consider research skills, lab and/or quantitative techniques, oral and written presentations skills, and other such skills.)*** |
|  |  |

1. Please map out a timeline to achieve these goals. Below is an example.

*Example of checkpoints/milestones:*

*January: Project approved, start literature review*

*February-March: Work in the lab; preliminary data gathering/samples tested*

*March-April: data analysis conducted*

*End April: poster/abstract drafted*

*Mid May: Present poster at local conference*

*End May: Request letters of support for graduate school applications*

|  |  |
| --- | --- |
| **Checkpoint (Month, Year)** | **Milestone** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

1. Please establish your plan for meeting with your academic and research mentors. Below is an example.

*Examples of meetings with mentors and targets:*

* *Meet with Research Adviser once or twice a week*
* *Research consultation – with <<who>> at least weekly and as needed*
* *Abstract support - submit writing to <<who>>*
* *Meet at least quarterly to address career counseling and professional development activities*
* *Meet with academic advisor once every semester.*

|  |
| --- |
| **Meeting Details** |
| **Date(s)/Frequency** | **Meeting Purpose/Target/Goal** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

1. An important aspect of the research training experience is the opportunity to attend and present your research at a scientific meeting. Below are some suggestions for national conferences that are undergraduate-centered or have an undergraduate-focused component. Please discuss these options with your mentor to plan the appropriate venue for you to share your results with the broader scientific community.

SACNAS – Society for the Advancement of Chicanos and Native Americans in Science.

<http://sacnas.org/events/national-conf>

ABRCMS – Annual Biomedical Research Conference for Minority Students

<http://www.abrcms.org/>

Other conferences: Please describe and provide deadlines below.

1. Given all the things you would like to achieve, it is important for you to maintain your health and well-being. Please list below specific coping mechanisms and support that will help you most while pursuing your goals.
2. List below specific resources that will help you most with your transition to graduate school.
3. Please list the days and times that you will devote towards your research project this semester.

|  |
| --- |
| **Times** |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Weekend** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. Please use the space below to identify any additional items that you and your research advisor and/or research mentor wish to include in your IDP.