



GUIDELINES 24TH ANNUAL STUDENT RESEARCH CONFERENCE Friday, April 25, 2025



University of Houston-Downtown (UHD)
8:00 AM – 3:30 PM

Purpose: The purpose of the **24th Annual UHD Student Research Conference (SRC)** is to showcase special academic projects undertaken by UHD students and recent UHD graduates. **Qualifying activities** are senior capstone research projects, research projects completed as part of internships, service learning projects with research, independent or directed study at UHD, GSIF poster presenters who have extended their research, upper-level research-oriented lab courses, senior type or graduate level projects, or any other research on and/or off-campus. Projects which are conceptual as approved by a faculty sponsor will be accepted as well. The conference is organized and sponsored by the UHD Scholars Academy with funding from The Brown Foundation, Inc., the DOED MSEIP 2019 grant award (P120A190069), the 2021 DOED grant award (P120A220015), 2023 DOED MSEIP grant award (P120A230070), and UHD. For additional information and programs from previous SRC events, visit <https://www.uhd.edu/scholars>.

Targeted Participants: Any UHD student or team of students or recent UHD graduate who has/have completed a research/creative/conceptual activity-type project associated with independent or directed study, upper-level research courses, senior-type or graduate level activities, internships, service learning projects with research, or any other form of research/creative/conceptual activity on and/or off-campus. The scope of this conference is broad, and we invite participation by students from **all academic areas at UHD – both undergraduate and graduate:**

- **Posters/PowerPoints on research, academic creative activities, capstone projects, conceptual projects**
- **Posters/PowerPoints on corporate/ teaching internships or interdisciplinary applications**
- **Selected student oral presentations with PowerPoint (8 min., with 2-3 min. for questions).** Selectees must attend all rehearsals found in the Guidelines.

Recognition of Participation: This conference is non-competitive. Participants will receive a copy of the proceedings, a special SRC memento, and an important experience to include in their cv/resumes. Abstracts included in the proceedings may be listed as a presentation.

Abstracts: Abstracts must not be more than 200 words. Ideally, the abstract should include the objective(s), problem, overview, and an interesting/enticing summary to catch a reader’s interest. Accepted abstracts will be listed online in the SRC conference proceedings and may be listed by the student as a presentation. Abstracts that are poorly written will not be accepted. The faculty sponsor should agree to review and support their student’s abstract and poster entrance to the SRC before online submission.

SRC Program Schedule for April 25, 2025

| | | |
|----------|---|--|
| 8:00 AM | Registration | Mural Area |
| | Continental Breakfast | Skyline Lounge |
| 9:00 AM | Introductory Remarks - Executive Director, Dr. Mary Jo Parker Recognition of the 2025 SRC Co-Chairs & Committee members Recognition of any Special Guests | Robertson Auditorium |
| 9:15 AM | Introduction of UHD President Dr. Loren Blanchard Introduction of Provost Dr. Deborah Bordelon Introduction of CST Dean, Dr. Akif Uzman | |
| 9:30 AM | Introduction of STEM Keynote Speaker – TBD | |
| 9:35 AM | STEM Keynote Speaker – TBD | |
| 10:00 AM | Oral Presentations Begin Introductions by SRC Chairs | |
| 11:45 AM | Dr. Mary Jo Parker Remarks | |
| 12:00 PM | Lunch | Welcome Center & Milam/Travis Rooms |
| 1:00 PM | Poster Sessions Begin | A300 |
| 1:00 PM | Session I | |
| 2:30 PM | Session II | |
| 3:30 PM | SRC closes – Receive Conference Gift with Survey | |

General Conference Expectations: The SRC event provides an opportunity to experience a professional conference simulation while still on the UHD campus. Most conferences do not state or outline a conference dress code, but rather allow the attendee to infer, through standards upheld by their disciplines' professional societies, the most appropriate dress expectations. SRC will adopt this approach in keeping with the nature of the disciplines comprising the conference and in keeping with the UHD mission/strategic plan supporting student inclusion.

Community Invitees: UHD community; Greater Houston Area corporate and academic community; undergraduates from other Houston campuses; and teachers/administrators from local high schools.

Property: All posters/other presentation types produced will become the property of UHD, unless other arrangements are made due to scheduled presentations of the poster elsewhere. Printed posters will be available for the Faculty Sponsors/Faculty Depts. at a future date to be on regular display in the areas of the participating departments. Faculty must approve and sign Poster Approval Form for all printing requests.

Photographs/Publications: Photographs/videos of participant area taken during presentations and throughout the event. These photographs/videos, abstracts, posters and release of information deemed necessary for publications may be used in associated UHD promotional media. Please submit with the SRC application, media release form - *Authorization For Use of Image, Voice, Performance, Artwork or Likeness* – during application.

Application Submission Deadlines: All participants (poster and oral) must submit an online application and upload the Entry Form (found within the SRC Conference Guidelines) signed by their Faculty Sponsor; signature of the academic department chairperson is optional (department determines if required). Additionally, an electronic abstract as a MS Word document is required by the following deadlines:

SRC Application Deadlines

| | |
|---|---|
| SRC Guidelines available to UHD community | Friday, December 13, 2024 Monday, January 20, 2025 |
| Oral Application deadline* (Oral applications not accepted after this date) | Monday, March 17, 2025 |
| <p>SRC Online Application Submission URL: https://uhd.qualtrics.com/jfe/form/SV_cNhsgPEce21g3vo</p>  | |
| <small>*All applications MUST include electronic abstract in MS Word format. UHD media release form MUST be uploaded.</small> | |

Oral Presenters

If selected as an oral presenter, the student must present both orally **and** present a poster.

| Date | Action Items |
|---------------------------------|--|
| March 17, 2025 | Complete SRC Application online including signed approval form |
| March 24-26, 2025 | Participate in a mandatory, videotaped audition held in-person with Scholars Academy (SA). Auditions will be 8 minutes in length and include a PowerPoint presentation visual. Sign-up is via Teams and SA Program Coordinator will notify applicants and grant access to sign-up. |
| March 31 – April 3, 2025 | SRC Committee reviews oral auditions and submits rankings. |
| April 4, 2025 | Oral presenters notified of acceptance by email. If not accepted to present orally, the student is still expected to present a poster. Schedule a mandatory oral presentation consultation via Teams. |
| April 7-9, 2025 | Consultations are an hour in length, scheduled with Dr. Veeramoothoo and available in-person and virtually. |
| April 21-23, 2025 | Attend mandatory oral presentation dry runs held by appointment with Dr. Veeramoothoo; all dry runs held in Robertson Auditorium, Academic Building. |
| April 25, 2024 | SRC Oral Presentations follow Keynote Speaker. |

Sponsored by the UHD Scholars Academy.

Funded by: The Brown Foundation, Inc., DOED MSEIP (P120A190069), and UH-Downtown.

Revised 11/27/2024 2:44 PM

| Poster Presenters | |
|-------------------------------|--|
| Date | Action Items |
| December 13, 2024 | SRC Guidelines available |
| March 31, 2025 | Final Deadline: complete SRC Application online including signed approval form. (This is the absolute final date for submission of poster-only applications.) |
| April 4, 2025 | Poster presenters/Faculty Sponsor notified of acceptance via email |
| Recorded SRC Workshops | Dr. Shahnjayla Connors, Dr. Lisa Morano, Dr. Laura Ruth Parker https://www.uhd.edu/academics/sciences/scholars/scholars-src.aspx |
| Live SRC Workshops | Week of March 31, 2025 – April 4, 2025 |
| April 14, 2025 | <p>Submit poster/other type file in electronic format at: https://uhd.qualtrics.com/jfe/form/SV_80sMeI5sAXYpBIQ</p>  <p>Poster/Other type files/Approval Forms for Faculty Sponsor and Department Chair needed signatures are available at: https://www.uhd.edu/academics/sciences/scholars/scholars-src.aspx Sponsoring Faculty must approve and sign Poster Approval Form for all printing requests.</p> <p>If you intend to use a poster/other file used for a different 2024 conference, email the SA Program Coordinator, Mercedes Gonzales, with the information at gonzalesmer@uhd.edu</p> <p>SA SRC PowerPoint template file required for use in creating poster file; 1-slide file found at: https://www.uhd.edu/academics/sciences/scholars/scholars-src.aspx . Other poster template files not allowed.</p> |
| April 25, 2025 | SRC 2025 |

*All applications MUST include electronic abstract in MS Word format

Acknowledgment of Assistance, Sponsorship, and Resources: Research mentors of these projects (or those acting as on-campus surrogates) will mentor participants during the preparation of their posters and presentations if selected as an oral presenter. Participants must list/recognize all acknowledgements on their poster; this includes any assistance of individuals and/or organizations/ agencies that worked on the research or sponsored the project. Proper citations (software, images, resources, etc.) as well as proper acknowledgment of co-authorships and funding support should also **be included on the poster**. This includes funding agency logo (to be provided by sponsoring faculty or at SA website)

Entry Forms follow:

- Individual Project Entry Form
- Team Project Entry Form
- Sample Undergraduate Abstracts
- Poster Approval Form 2025
- Authorization for Use of Image, Voice, Performance, Artwork or Likeness (media release form)

Sponsored by the UHD Scholars Academy.

Funded by: The Brown Foundation, Inc., DOED MSEIP (P120A190069), and UH-Downtown.

Revised 11/27/2024 2:44 PM