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Dear Instructors, Mentors, and Directors,

Welcome to the 2014 National Science Foundation ATE summer projects at Hartnell College. As we go into this summer please keep the following expectations and guidelines in mind.

Expectations

1. It is expected that all interns and students will participate from 9-4 for Renewable Energy projects, and 8:30-3 for Statics project.
2. It is expected that attendance records will be kept.
3. It is expected that all students will take the pre and post surveys 6/11 and 7/31.
4. It is expected that if students do not show up a mentor or instructor will call them within 30 minutes to find out why they are not in attendance.
5. It is expected that all students and mentors will follow safety guidelines.
6. It is expected that mentors, directors, and instructors will communicate in a timely manner the Principal Investigator about any issue that may arise that needs attention, including purchase requests.
7. It is expected that all instructors, mentors, and directors will intentionally teach research skills, math, science, and engineering content at every opportunity.
8. It is expected that instructors, mentors, and directors will model polite and respectful behavior towards Hartnell, Cal Poly, and UCSC staff, students, and colleagues.
9. It is expected that instructors, mentors, and directors will behave ethically which includes doing their own work, referencing, using MLA format to reference, using valid data, and following state, federal, and local guidelines. It is expected that all students will receive guidance on what ethical behavior in science constitutes.

The purpose of these guidelines is to ensure a quality experience for everyone involved in the projects. You are guiding the future and your leadership determines the outcome.

With sincere gratitude for your efforts,

Alicia Steinhardt

Science Activity Director /Hartnell College

The Buck Stops Here/NSF ATE