

## **Sociology Undergraduate Handbook**

This handbook includes policies that were adopted by Sociology faculty on 5/24/16. Last updated on 5/25/16.

### **Undergraduate Awards Policies**

A. Starting in 2017, Outstanding Undergraduate Awards for Sociology, Sociology/Administrative Studies, and Sociology/Law & Society will be based on evidence of superior academic achievements, including overall cumulative GPA, impressive independent research projects, active participation in faculty-supervised or other types of collaborative research, participation in professional conferences, especially impressive performance within Sociology courses, etc. Eligible students must have at least a 3.5 or higher cumulative GPA and be nominated by at least one faculty member, instructor, or Teaching Assistant. Academic achievements should include more than simply a high GPA.

B. Starting in 2017, the Department of Sociology will provide at least one "Outstanding Senior Service Award" to a graduating senior majoring in Sociology, Sociology/Administrative Studies, and Sociology/Law & Society with at least a 3.0 overall cumulative GPA and a strong record of service on or off campus. Students can be self-nominated or be nominated by a Sociology faculty member, instructor, or Teaching Assistant. Applications must include at least one letter of reference from a member or leader of the community that is familiar with (or benefitted from) their campus or community service.

C. As funding permits, each outstanding graduate or senior award recipients will receive \$100 from the Sociology Department's Various Donors Fund. This policy will expire at the end of June 2017 pending an analysis of our ability to fund it into the future.

D. All award programs, including conference funding, for undergraduate students must be announced in advance to the Sociology Department community and competitively funded. Announcements of the fund will be made by the Undergraduate Adviser and award decisions will be made by the Undergraduate Affairs Committee. The Department's financial analyst will administer the fund and process any necessary paperwork.

E. As our Various Donors Fund permits, the Undergraduate Affairs committee will award up to \$1,000 total per year (but no more than 20% of the total Various Donors Fund) for professional conference funding per year to undergraduate Sociology majors so that they can present (or co-present)

sociological research. As funding permits, announcements and decisions will be made at least once per academic quarter. Unless otherwise funded, priority will first be given to senior thesis students and then to students collaborating with UCR faculty on research projects and then to all other students. If needed, students' GPA will be used to select award winners. Students may only receive this award once per academic year. The Department's financial analyst will administer the fund and process any necessary paperwork. This policy will expire at the end of June 2017 pending an analysis of our ability to fund it into the future.

F. As our Donors Fund permits, the Department will establish a competitively awarded fund (up to \$1,000 per year) to offset graduate & professional school application costs for students with demonstrated need. If possible, FAFSA data would be used to demonstrate need. Students would also be required to provide evidence that they are not able to receive fee waivers from the institution to which they are applying. Applications for this award would be distributed through a lottery system that would be managed by the Undergraduate Affairs Committee at least once per academic year. This policy will expire at the end of June 2017 pending an analysis of our ability to fund it into the future..