**VIP Faculty Mentoring Document:**

**Team and scheduling information needed to start a VIP team**

*\*Please submit a 200x200 or larger picture to be used as your team icon on the* [*VIP website*](https://engineering.purdue.edu/VIP/teams) *with this form.*

|  |  |
| --- | --- |
| Team name  |  |
| Team Acronym or Code (10 characters or less) |  |
| Primary Contact |  |
| Primary Contact Email |  |
| Short description (one or two sentences) for myPurdue (see examples after table) |  |
| Longer description for [VIP website](https://engineering.purdue.edu/VIP): * + Description (about 5 sentences) of the team's main activities (such as motivation, goals, and/or specific problem(s) to be solved and/or specific projects)
 |  |
| * + List up to 3 relevant technologies (such as "computer vision", "machine learning", "agricultural engineering", if relevant)
 |  |
| * + Any prerequisite knowledge, skills, and/or courses required for students to be successful (although not enforced by registration) and/or eligibility requirements (e.g., active participation is associated club). It is important that requirements are inclusive, and if possible, provide information and steps for students to follow if they are interested in participating on your team.
 |  |
| Anticipated VIP team start (what semester) |  |
| Anticipated length of VIP team (expected to be at least two semesters). Please note that many VIP teams have been running multiple years. |  |
| Website of the project or research group (if applicable) |  |
| Names of instructor(s) who should be listed in myPurdue |  |
| Student enrollment limits:* First-year students: They will be taking ENGR 13300 concurrently in the Fall where they will be gaining experience in Excel, MATLAB, and Python, and are expected to continue on the team during Spring semester.
* Senior design: appropriate if your team works on projects that draw from upper-level computer and/or electrical engineering courses. Senior design in VIP requires participation for two semesters on the same team unless unusual circumstances prevent a student from doing so.
 | Total = \_\_\_\_Number of first-year students = \_\_\_Number of ECE Senior Design students = \_\_\_ |
| Day, time, and location of the lab:* Day/time
	+ Typically scheduled for one 50-minute period/week but can be scheduled for up to a total of 200 minutes/week.
	+ If total students 6 or less or online asynchronous, can make TBD
	+ Note: Students are expected to meet/work outside of this scheduled time.
* Location: VIP Suite Meeting Rooms, personal lab space, or other
 | Day = \_\_\_\_Time = \_\_\_\_Location = \_\_\_\_\_ |
| Location of project work outside of lab meeting time if applicable (e.g., research lab, organization workspace, or remote). If project workspace is required, briefly describe. |  |
| If there are material/resource costs associated with the project, how will they be funded?  |  |
| Will the team members be required to complete the new Responsible Conduct of Research ([RCR](https://www.purdue.edu/research/regulatory-affairs/integrity/responsible-conduct.php)) training? |  |
| Does project include [engineering design](#Engineering_design)? |  |
| Does project include [data science](#Data_science)? |  |
| Will the team be partnering with a global partner and/or plan to participate as part of the [VEIL grant](https://www.purdue.edu/IPPU/CILMAR/Learning/VEIL_SAIL_Grants/index.html) (VIP Global)? |  |
| Other Comments: |  |

Example short description for myPurdue:



**Engineering Design:** Engineering design is a process of devising a system, component, or process to meet desired needs and specifications within constraints. It is an iterative, creative, decision-making process in which the basic sciences, mathematics, and engineering sciences are applied to convert resources into solutions. Engineering design involves identifying opportunities, developing requirements, performing analysis and synthesis, generating multiple solutions, evaluating solutions against requirements, considering risks, and making trade- offs, for the purpose of obtaining a high-quality solution under the given circumstances. For illustrative purposes only, examples of possible constraints include accessibility, aesthetics, codes, constructability, cost, ergonomics, extensibility, functionality, interoperability, legal considerations, maintainability, manufacturability, marketability, policy, regulations, schedule, standards, sustainability, or usability.

**Data science** involves the development or application of statistical, mathematical and algorithmic techniques or tools with an aim to extract knowledge from large-scale datasets and communicate findings