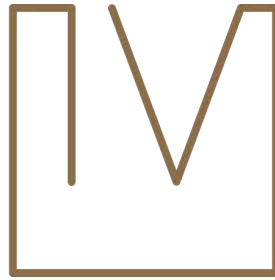


IMMERSION



VANDERBILT



Faculty Information

vu.edu/immersion

THE IMMERSION FACULTY ADVISER ROLE

Starting with the class of 2023, students are required to complete an Immersion Vanderbilt project to graduate.

The requirement is broadly defined by the university, with some specific requirements in the schools and colleges

- *Every student must have an Immersion Faculty Adviser* who works with them on their project from start to finish
- Every Immersion Vanderbilt plan must include at least the equivalent of 9 credit hours' worth of work or 300-500 hours of time commitment
 - It is the adviser's discretion to allow prior experience to be included
 - Courses are not required for Immersion Vanderbilt
 - Students will need to explain their knowledge-base for their project in their plan proposal, however, and courses can be a resource of prior knowledge
- Every Immersion Vanderbilt plan must end with the completion of a final culminating project
 - The format is up to the student and their Immersion faculty adviser



All of the professional and undergraduate schools and colleges at Vanderbilt are participating

- The primary appointment of the Immersion faculty adviser guides where the plan “resides” and, therefore, which standards apply
- Secondary faculty can be named on a plan, but only the primary adviser will have access to the plan and will be responsible for marking the final project as complete or incomplete

THE REQUIREMENTS FOR IMMERSION FACULTY ADVISERS

- Must be a full-time Vanderbilt employee with a faculty appointment
- Must be willing to work with an undergraduate student on their Immersion project from the **start of the project to the final submission**
- Will help develop the plan proposal and approve it as the last step in the approval process
- Work with the student on their plan **as they go through the experiential phase** and develop their Immersion project
- **Guide the student's progress on their final project and set a due date for submission**
- Review the final project and mark it as complete in the Immersion portal



The Benefits

- Undergraduate students can be helpful in conducting background and preparatory research, assisting with ongoing projects, generating new and innovative approaches, and producing something from the project that will demonstrate the work that was done with the faculty members
- Courses with Immersive elements will attract students who are interested in the subject matter
- Collaborative and group projects are permitted for Immersion (with each student submitting their own plan proposal), which can provide an opportunity for faculty to undertake projects that might not otherwise have been possible
- Some funding is available in schools and colleges for Immersion projects; these funding opportunities can be discussed at the school-level

TECHNICAL REQUIREMENTS FOR IMMERSION FACULTY ADVISERS

Utilizing the Immersion Portal to Manage the Project.



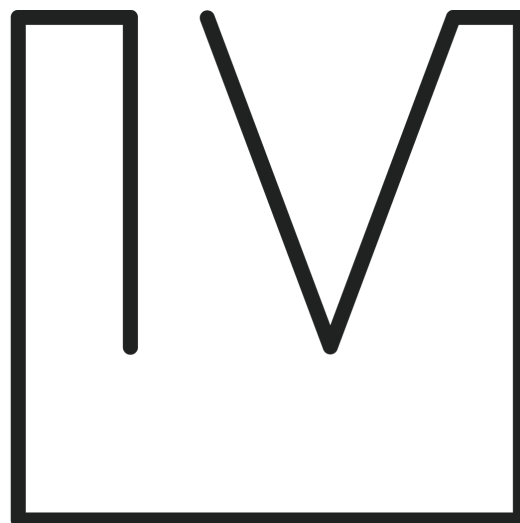
Contact points with the Immersion portal

- Approval of the student's Immersion plan proposal
- Communication with the student about experiences and plan modifications using the experience tracker and project management tool in the Immersion portal
- Review and signing off on student's final project

Signing off on the final project

- Immersion faculty advisers will receive an email with a link to a digital version of the student's final Immersion project
- After reviewing the project, the adviser will:
 - Provide comments to the student
 - Mark the Immersion Vanderbilt requirement as complete or incomplete
 - Complete a brief survey (4-6 Likert scale questions) about the Immersion Vanderbilt program
 - Provide comments on the Immersion Vanderbilt program
- When the Immersion faculty adviser has completed the above steps and hits "Update," the student's completion will automatically be sent to the University Registrar. The online degree audit will be updated and the title the student gave the project will appear on the transcript.
- Incomplete Immersion projects will be sent back to the student for remediation and resubmission.
- Students have until the last day of classes of their last semester as an undergraduate student to submit their final project.
- Faculty advisers have until the last day of the exam period to review and mark as complete or incomplete

WHAT FACULTY NEED TO KNOW, A TIMELINE



1ST YEAR

- Their first year is spent exploring options and getting accustomed to college life
- First-year students are encouraged to wait at least one semester before submitting their plan proposals. Plans received by the OIR in the first year will not be advanced to the faculty reviewer until the second semester.
- Students should make an appointment with an OIR Adviser

3RD YEAR

- In the second semester of their third year they sign an affirmation statement that they are on track with their Immersion experience and plan to graduate on time.

2ND YEAR

- In the second semester of their second year, they must submit an Immersion plan proposal (this is a form that they locate on the Immersion portal). The due date is always April 1.

4TH YEAR

- Their final project is due their last semester on campus. They are encouraged to submit early in the semester to provide time for revisions if necessary. Not all plans will allow this flexibility.

Incoming Transfer Students

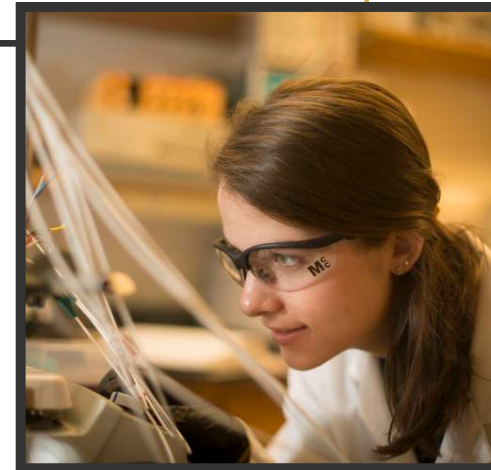
- Students who transfer in as sophomores will have the same April 1 deadline as students who started at Vanderbilt as first-year students
- Students who transfer in as juniors will have 1:1 advising with the Office of Immersion Resources to determine what they have already done and what they plan to do that will satisfy Immersion Vanderbilt

The Immersion faculty adviser marks the final project as “Complete” or “Incomplete” in the Immersion portal.

ASSESSMENT LANGUAGE FOR IMMERSION FACULTY ADVISERS

PROJECTS ARE ASSESSED ON HOW WELL THE STUDENT PERFORMED WITH THESE OUTCOMES THROUGHOUT THE PLAN AND ON THE FINAL PROJECT:

1. **Intellectual Engagement:** curiosity, independence, responsibility, skill development, creativity and risk taking
2. **Integrative learning:** Synthesis of experience and learning, self-reflection and assessment, collaborative engagement
3. **Critical Thought:** Academically grounded, relevant contexts of the immersive experience, clear and sound reasoning, intentional and conscientious
4. **Ethical Reasoning:** Academic integrity, ethical treatment of subjects, awareness and knowledge of ethical perspectives, ability to understand multiple perspectives



OUTCOMES ARE TAILORED FOR EACH PATHWAY TO MATCH THE ASSESSMENT TO THE FOCAL POINT OF THE PROJECT.

In Practice

- Faculty will receive an email from AmplifyVU when the student submits their final project.
- Follow the link to assess the plan and project, to provide feedback to the student, and to mark the project as Complete or Incomplete.
- An incomplete project will be routed back to the student to make necessary changes and resubmit. Comments sent back should help them to bring the project up to the expected standard.