

Faculty Mentor – Capstone Team Agreement

Team Name:

Team #:

Project Name:

BME Capstone is a yearlong sequence of two courses (BME 417 & BME 490). During the fall semester (BME 417) teams will be doing needs assessment, concept brainstorming, concept evaluation, engineering analysis, and technical and mathematical modeling. During the spring semester (BME 490) teams will be constructing physical prototypes and validating those prototypes. Each capstone team is required to work with a faculty mentor with expertise related to their capstone project. The faculty mentor's typical time commitment per semester is approximately 10 hours.

Mentor responsibilities to the capstone team are to:

- 1) Meet with the capstone team at approximately bi-weekly intervals (30-60 minutes)
- 2) Provide overall project guidance
- 3) Help with solving engineering problems (not providing the solution)
- 4) Feedback on capstone assignments
 - a. Verbal feedback during the meetings
 - b. Sign a "Faculty Mentor Project Review" form after each meeting
 - c. Provide feedback to the capstone teaching team at the end of each semester

Capstone team responsibilities to the faculty mentor are to:

- 1) Schedule and activity participate in meetings with the faculty mentor
- 2) Conduct themselves and the meetings with professionalism
- 3) Prepare all forms than require the faculty mentor's signature

Mentor Signature_____	Name_____	Date_____
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Student Signature_____	Name_____	Date_____
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