**Summer 2025 Lab Research Contract  
 Northeastern Illinois University (NEIU)**

### **Program Goals**

**This summer, we aim to:**

* **Learn and apply lab techniques (e.g., protein analysis, data collection).**
* **Understand the full research cycle—from hypothesis to data analysis.**
* **Contribute meaningfully to group projects.**
* **Develop critical thinking, problem-solving, collaboration, and communication skills.**

### **Roles & Responsibilities**

**Graduate Students:**

* **Mentor undergraduate students.**
* **Perform advanced lab procedures.**
* **Maintain detailed and organized lab notebooks.**

**Undergraduate Students:**

* **Assist with lab tasks and experiments.**
* **Learn and apply new techniques.**
* **Maintain organized lab notebooks.**

**High School Students:**

* **Learn basic lab and biology concepts.**
* **Assist with lab tasks under supervision.**
* **Understand foundational research principles (e.g., proteins and their functions).**

### **Professional and Ethical Expectations**

**All lab members must:**

* **Uphold honesty and accountability in data collection, analysis, and reporting.**
* **Give credit where due and collaborate respectfully.**
* **Accept and integrate feedback from mentors, peers, and reviewers.**
* **Abide by NEIU’s research ethics policies:  
  https://www.neiu.edu/about/university-leadership/executive-team/legal-affairs-and-general-counsel/ethics-compliance-and-university-records**

### **Safety Responsibilities**

* **Follow NEIU lab safety rules (e.g., no food/drink, use of goggles/gloves).**
* **Dress appropriately: lab coat, closed-toe shoes, long pants/skirts, shirts with sleeves, tied-back hair, minimal jewelry.**
* **Label all reagents/samples with name, date, and contents.**
* **Report any broken glassware or equipment immediately.**

**All participants must complete NEIU safety training with Mark Kipp and record the date of completion.**

### **Lab Operations & Conduct**

* **Attend weekly lab meetings.**
* **Commit to 40 hours/week (M–F only; no weekends/holidays).**
* **Log progress and hours in daily time sheets.**
* **Contribute to final presentations or reports.**
* **Maintain individual lab notebooks (property of NEIU), properly dated and initialed.**
* **Use shared online folders for data, literature, and documentation.**

**Access Rules:**

* **High school students must always be supervised.**
* **All researchers must communicate absences in advance.**
* **Time-sensitive work must be prioritized—do not assume someone else will cover it.**
* **After-hours lab access must follow safety guidelines (e.g., buddy system, supervisor approval).**

**Contact: Prof. Stojkovic (e-stojkovic@neiu.edu)**

### **Compliance & Acknowledgment**

**All lab members must acknowledge they have read and understood:**

* **This contract**
* **University ethics policies**
* **Safety training requirements**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_**

**Consolidated and formatted using OpenAI-chatgpt**