



Office of Student Research Website Redesign Proposal

Submitted by

Sakshi Verma

Data and Student Services Graduate Assistant

Office of Student Research

July 23, 2025

Table of Contents

Contents

Introduction	4
Executive Summary	6
Problem Statement	7
Project Objectives.....	8
Redesign Breakdown	9
Banner and Name	9
Menu Bar.....	10
Home.....	14
Home Menu	14
Home Page	16
Vertical Navigation Panel.....	21
Events and Calander	25
Events and Calander Menu	25
Events and Calander Page.....	26
Faculty.....	30
Faculty Menu	30
Faculty Page.....	31
Students	33
Students Menuu	33

Students Page	34
Tech Incubator.....	38
Resources	41
Resources Menu	41
Resources Page.....	43
Timeline and Feasibility	49
Conclusion.....	50
Acknowledgments	51

Introduction

The Office of Student Research (OSR) website at CSUSB serves as a key platform for connecting students and faculty to research opportunities, funding, mentorship, and academic development. However, feedback from users and internal evaluation have revealed persistent challenges with the website's navigation, accessibility, and overall structure. Students frequently report difficulty finding essential resources such as events, application forms, and program information. Additionally, several pages rely on outdated or image-based content formats, which limit usability and create accessibility barriers.

This redesign proposal aims to transform the OSR website into a more intuitive, inclusive, and user-friendly platform. With a focus on supporting students across all academic disciplines and not just STEM. The new design emphasizes accessibility compliance, simplified navigation, and improved content delivery. Key changes include updated menu structures, visual tiles for high-traffic resources, semester-based event calendars, and quick access panels for commonly requested services.

How to Read this Document

Each main section of the current website is addressed individually. For every page, the proposal includes:

- Screenshot of the current layout and content
- Mockup of the proposed redesign
- Numbered red pointers identifying suggested changes
- An explanation of each change, including layout updates, content adjustments, and improvements to accessibility and navigation

By combining visual comparisons with in-depth analysis, this proposal makes a compelling case for a website that is more student-centered, easier to navigate, and better aligned with OSR's mission of supporting student success through research.

Note on Mockups and Visuals

The proposed mockups in this document were created using a combination of design and layout tools including Canva, Microsoft Excel, Figma, and Adobe Illustrator. These visuals are intended to serve as conceptual representations of the redesigned website's layout, structure, and content flow. They are not finalized designs and should not be interpreted as exact replicas of what will appear on the live website.

Executive Summary

This proposal presents a comprehensive redesign of the Office of Student Research (OSR) website at California State University, San Bernardino. The primary goal is to create a more intuitive, accessible, and student-centered digital experience that reflects the evolving mission of OSR which is supporting research, creativity, and innovation across all academic disciplines.

The redesigned website addresses several long-standing challenges related to usability, outdated layouts, and inaccessible design choices. By rethinking both structure and content delivery, the proposal introduces a visually refreshed interface with simplified menus, consistent page layouts, and dedicated resources that reflect actual user needs. Key changes include the integration of a semester-based events calendar, a Quick Links panel for high-demand services, and restructured menus that better represent active programs.

Developed with input from both internal OSR staff and the ITS Digital Transformation team, this project is grounded in student-first design thinking, compliance with accessibility standards, and alignment with institutional goals. The redesign is scheduled for completion before the Fall 2025 semester and is designed to support deeper student engagement, more efficient resource delivery, and a stronger digital presence for the office.

Problem Statement

The current OSR website no longer meets the functional and aesthetic needs of the students and faculty it is designed to serve. Key areas of concern include inconsistent menu structures, overreliance on text-based or image-embedded content and limited visual hierarchy; all of which contribute to confusion and difficulty locating important information. Additionally, several pages, such as the Tech Incubator and Resources sections, contain content formatted as static images, posing serious accessibility violations for screen readers and mobile devices.

Feedback from students and office staff consistently indicates that users struggle to navigate the site, often calling or emailing the office for help with simple tasks like finding event information, forms, or mentorship programs. These usability issues not only create barriers for current students but also diminish engagement with prospective students who visit the site for the first time.

The lack of a real-time calendar, visual resource guides, and quick-access tools reduces the effectiveness of OSR's outreach and programming efforts. Without targeted improvements, the site fails to represent the inclusive, research-forward mission of the office and risks continued underuse of valuable programs and services.

Project Objectives

This redesign focuses on making the OSRI website more accessible, student-centered, and inclusive across all disciplines. Key objectives include:

- Simplifying Navigation by reorganizing menus to highlight the most-used student and faculty resources while removing underused links.
- Improving Accessibility by replacing image-based content with screen-reader-friendly, text-based layouts.
- Highlighting Key Content through Quick Links, event previews, and visual tiles that surface high-demand information like funding, mentor forms, and workshops.
- Reflecting Interdisciplinary Support with updated banners, language, and imagery that represent all academic fields, not just STEM.
- Strengthening Engagement through an improved Events section with semester-based calendars and RSVP integration.

Redesign Breakdown

Banner and Name



Figure 1 Current Banner Image

1. Homepage Banner Image

Replace the current banner image, which mainly reflects STEM fields, with a more inclusive photo that represents all disciplines supported by Office of Student Research.

The office has been officially renamed from “Office of Student Research” (OSR) to “Office of Student Research and Innovation” (OSRI). While this change may not be explicitly called out in every section of this document, it should be assumed and applied consistently throughout the redesign.

Menu Bar

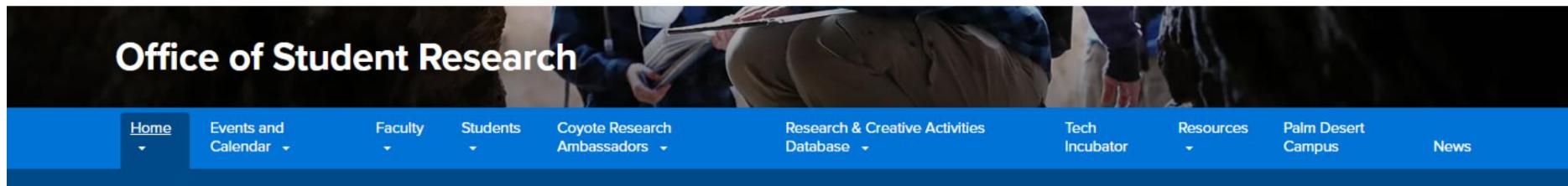


Figure 2 Current Menu Bar

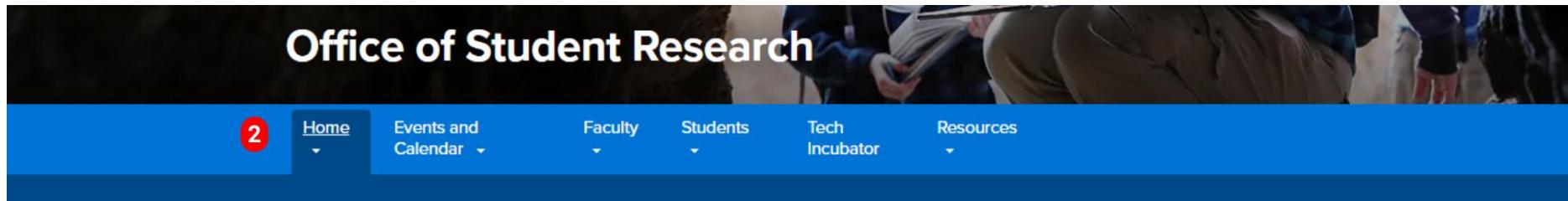


Figure 3 Proposed Menu Bar

2. Website Navigation Menu

Based on input from Joel Fite, Digital Transformation Lead at ITS Digital Transformation, we streamlined the top navigation menu into a more condensed and intuitive layout. Sections such as Coyote Research Ambassadors, RCA Database, Palm Desert Campus, and News were reorganized and incorporated into other areas of the site. These updates prioritize the categories most used by students and enhance usability. The revised menu structure is outlined below.

Proposed Menu

- Home
 - About Us
 - Our Mission & Vision
 - Staff
 - Advisory Board

- Director's Message
 - Newsletter
 - Fact Sheet
 - Student Success, Graduation, Retention
 - What is Student Success?
 - Why is Assessment Important?
 - Did You Know?
 - FAQ
 - Palm Desert Campus
-
- Events and Calander
 - Workshops
 - CSUSB Student Research Competition
 - Research Week
 - Meeting of the Minds
 - Poster Presentations
 - Oral Presentations
 - Art Exhibit & Performances
 - Moderators/Judges
 - Photos/Program Archive
 - CalSWIFT'25
 - Palm Desert Taste of Research
 - SCCUR - Southern California Conference of Undergraduate Research
 - Volunteers
-
- Faculty
 - OSR Awards Committee
 - Research and Creative Activities Database Form (Faculty)

- OSR Undergraduate Summer Research Program
 - Undergraduate Summer Research Program Mini-Conference
- Research & Creative Activities (RCA) Faculty Mentor Award
- Students
 - Student Research and Travel
 - SSI Graduate Research Award
 - Innovative Media & Technology Graduate Research Award (xREAL)
 - Distinguished Fellowship Initiative
 - Smoke and Tobacco Outreach and Prevention Scholars Program (STOPS)
 - STOPS Mentors
 - Mellon Mays Undergraduate Fellowship
 - Outstanding Student Research or Creative Activities Award
- eTIPS Tech Incubator
- Resources
 - Forms
 - Research and Creative Activities Database
 - Finding a Faculty Mentor
 - Research Fundamentals
 - Poster Preparation
 - Council of Undergraduate Research
 - Research Incentives
 - Institutional Review Board
 - Research Survey Distribution
 - Pfau Library Resources
 - Zotero

- University Centers
- Coyote Research Ambassadors
 - Ambassador Profiles
 - Become a CRA
- Co-Curricular Transcript
- External Opportunities

Home

Home Menu

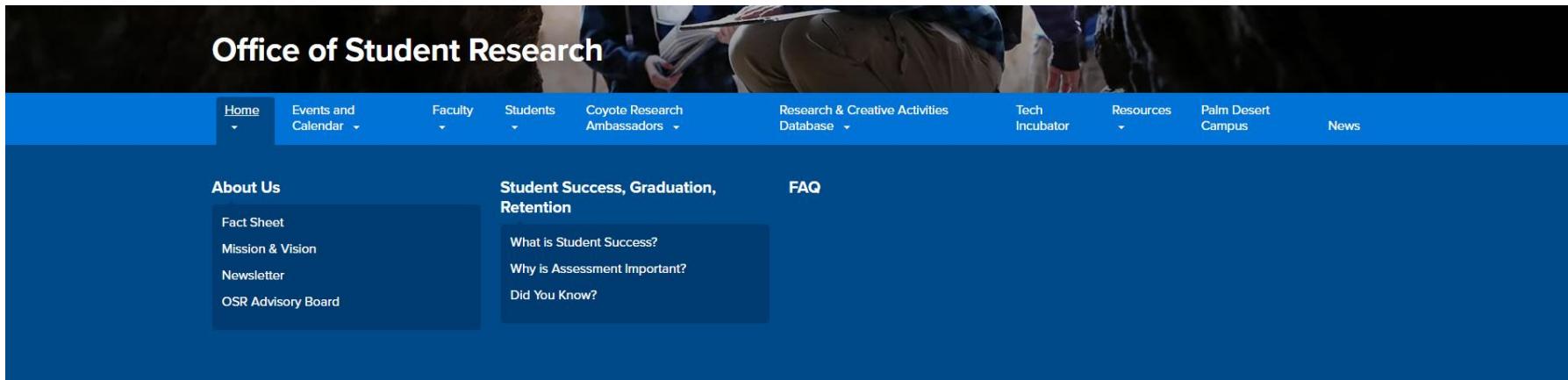


Figure 4 Current Home Menu

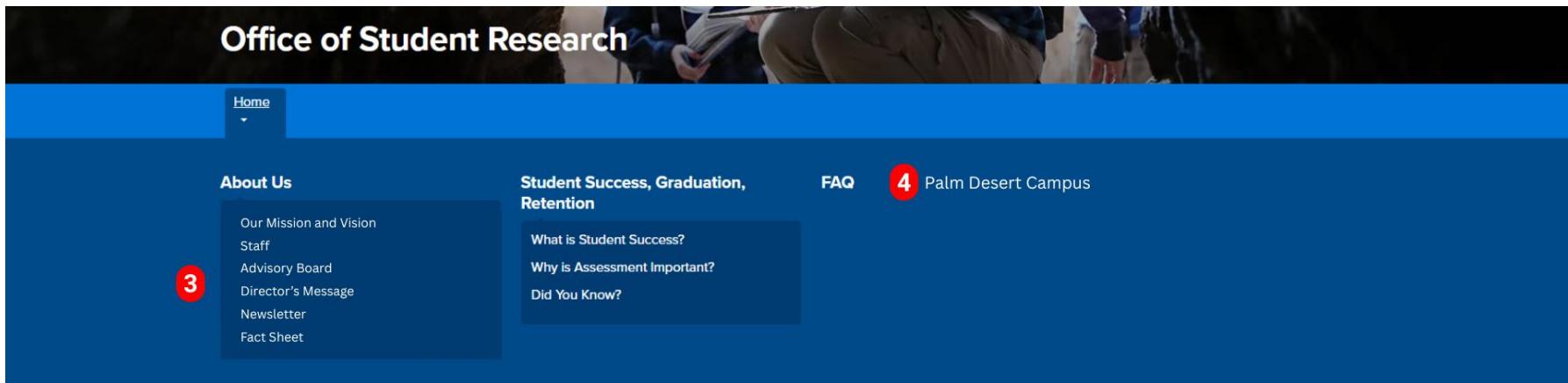


Figure 5 Proposed Home Menu

3. About Us (Navigation Bar Dropdown)

Added new pages under “About Us” in the top navigation menu, including “Staff,” “Advisory Board,” and “Director’s Message,” making essential information more accessible.

4. Palm Desert Campus Page

Moved Palm Desert Campus (PDC) from the main menu to this dropdown to reduce clutter and align it with general organizational info, since it primarily supports regional context rather than program-specific content.

Home Page

Home Events and Calendar Faculty Students Coyote Research Ambassadors Research & Creative Activities Database Tech Incubator Resources Palm Desert Campus News

Welcome! The mission of the Office of Student Research is to facilitate the engagement of students in scholarly and creative activities related to their disciplines by providing resources that support both student scholars and faculty mentors.

This website contains information about our events, programs, funding opportunities, resources, and news. Please contact us if you have an event or achievement you would like to include here.


Please see department webpage on Coyote Connection.


Funding Opportunities
The Office of Student Research offers a number of avenues to help you finance your research and creative activities (RESCA).


Programs
The Office of Student Research has developed a number of programs to support faculty and students involved with research and creative activities (RESCA).


Resources
The Office of Student Research provides information on a number of resources available on and off campus to help students get involved in research and prepare for graduate school.

Upcoming Events and Workshops
There are no scheduled upcoming events at this time.

Contact Us

Student Research, Office of
✉ osr@csusb.edu
☎ (909) 537-3728
📍 CE-357

Office Hours
Monday - Thursday:
8:00 am-5:00 pm
Friday:
8:00 am-1:00 pm
Saturday - Sunday:
Closed

Social Media
𝕏 Instagram YouTube

Subscribe for Daily Updates
* indicates required

Email Address *




Figure 6 Current Home Page

Home ▾

5 Welcome to the
Office of Student Research and Innovation!

6 Empowering Student Research Across All Disciplines
Your Gateway to Funding, Mentorship, and Innovation

Explore our programs, apply for funding, and connect with faculty mentors who will guide your research journey. Join hundreds of students advancing knowledge and solving real-world challenges across every discipline. Whether you're presenting at conferences, applying for grants, or just getting started, undergraduate and graduate students are welcome. Discover what's possible. We're here to support your path from idea to innovation.



7 Our Mission and Vision
Discover how we champion student-driven research and academic growth

8 Funding Opportunities
Find the right support to turn your research ideas into reality

9 Programs
Explore hands-on opportunities to engage, present, and collaborate

Figure 7 Proposed Home Page

5. Welcome Banner

Introduced a bold and visually engaging welcome banner that states “Welcome to the Office of Student Research and Innovation!” This helps orient users immediately and reinforces the updated office name while giving the homepage a more modern and inviting feel.

6. Empowering Student Research Tagline

Added a motivating tagline beneath the welcome banner to communicate that the office supports research and innovation across all

disciplines. This change helps clarify that OSRI is not exclusive to STEM fields and aims to encourage participation from students in the arts, humanities, social sciences, and more. Rewrote the introductory section with student-centered language that outlines the range of support available. This update helps users quickly understand the office's mission, offerings, and inclusive approach to supporting research at all levels.

7. Mission and Vision Tile

Designed a clear and accessible tile that links directly to the "Mission and Vision" page. This ensures that visitors can easily find and understand the guiding principles and goals of the office without navigating through multiple menus.

8. Funding Opportunities Tile

Created a dedicated tile for "Funding Opportunities" to streamline access to essential resources. Financial support is a top priority for many students, and this change makes it easier for them to take the next step in their research journey.

9. Programs Tile

Added a tile highlighting student programs, such as research conferences, presentations, and collaborative projects. This encourages deeper engagement and promotes hands-on opportunities for both undergraduate and graduate students.

Home

student-driven research and academic growth

research ideas into reality

engage, present, and collaborate

10 Coyote Research Talks

11 Watch more on YouTube

12 Quick Links

Upcoming Events ⓘ → ASI Travel and Research Grant ⓘ → Volunteer Signup →

Workshops → Find a Faculty Mentor → Become a CRA →

Get Involved in Ongoing Research → Forms → FAQs ⓘ

13 Departmental News

VIEW ALL NEWS

Figure 8 Proposed Home Page Cont.

10. Coyote Research Talks Section

Retained the “Coyote Research Talks” section in preparation for its relaunch in the upcoming academic year. This space will be used to promote a revitalized video series that fosters collaboration and visibility among students and faculty across all disciplines.

11. YouTube Channel Button

Added a prominent “Watch more on YouTube” button to give users direct access to the OSRI YouTube channel. This makes it easier for students to explore video resources, event recordings, and featured talks outside of the website.

12. Quick Links Panel

Designed a “Quick Links” panel to address a frequent issue: students often call or email because they struggle to find essential information on the website. This panel features action buttons like “Upcoming Events,” “Volunteer Signup,” and “Find a Faculty Mentor,” which are among the most requested and visited pages. The goal is to streamline access to key services and reduce student frustration by bringing high-priority links front and center.

13. Departmental News Section

Introduced a “Departmental News” section to share timely updates, achievements, and announcements. This keeps students connected to the broader activities of the office and highlights the real-world impact of research and innovation happening at OSRI.

Vertical Navigation Panel

The vertical navigation bar on the right side of the CSUSB Office of Student Research and Innovation website has been structured to provide users with quick access to essential tools and information. This vertical bar will remain consistent across **all pages** of the website to ensure seamless and efficient user experience.

The screenshot displays the homepage of the CSUSB Office of Student Research and Innovation. At the top, there is a horizontal navigation bar with links: Home, Events and Calendar, Faculty, Students, Coyote Research Ambassadors, Research & Creative Activities Database, Tech Incubator, Resources, Palm Desert Campus, and News. Below this is a main content area with a welcome message, a section about the Coyote Connection, and three large image cards for Funding Opportunities, Programs, and Resources. Further down, there are two video thumbnail sections for 'CSUSB designation raised to an R2:Doctoral U...' and 'Undergraduate Multidisciplinary Research at CS...'. At the bottom, there is a 'Coyote Research Talks' section featuring two video thumbnails for Dr. Angela Horner and Dr. Claire Todd. On the right side, a vertical navigation panel is visible, containing sections for Upcoming Events and Workshops (which states 'There are no scheduled upcoming events at this time'), Contact Us (with email osr@csusb.edu, phone (909) 537-3728, and office location CE-357), Office Hours (Monday - Thursday: 8:00 am-5:00 pm; Friday: 8:00 am-10:00 pm; Saturday - Sunday: Closed), Social Media (links to X, Instagram, YouTube), and a 'Subscribe for Daily Updates' form with fields for Email Address, First Name, Last Name, and Classification (Student, Faculty, Staff).

Figure 9 Current Navigation Panel

Office of Student Research and Innovation

- Home
- Events and Calendar
- Faculty
- Students
- Coyote Research Ambassadors
- Research & Creative Activities Database
- Tech Incubator
- Resources
- Palm Desert Campus
- News

Welcome to the Office of Student Research and Innovation!

Empowering Student Research Across All Disciplines
Your Gateway to Funding, Mentorship, and Innovation

Explore our programs, apply for funding, and connect with faculty mentors who will guide your research journey. Join hundreds of students advancing knowledge and solving real-world challenges across every discipline. Whether you're presenting at conferences, applying for grants, or just getting started, undergraduate and graduate students are welcome. Discover what's possible. We're here to support your path from idea to innovation.

Our Mission and Vision
Discover how we champion student-driven research and academic growth

Funding Opportunities
Find the right support to turn your research ideas into reality

Programs
Explore hands-on opportunities to engage, present, and collaborate

14 CALIFORNIA STATE UNIVERSITY
SAN BERNARDINO

Office of Student Research

15 Upcoming OSR Events

JUL 10	Multiple Subject Information Sessions 4:00pm - 5:00pm Zoom
JUL 11	MA in TESOL Information Session 12:00pm - 1:00pm Zoom - Please use the link to register in advance.
JUL 15	MA in TESOL Information Session 12:00pm - 1:00pm Zoom - Please use the link to register in advance.
JUL 15	MA in Educational Administration - Admin Credential Information Session 5:00pm - 6:00pm Zoom

Upcoming Workshops

JUL 10	Multiple Subject Information Sessions 4:00pm - 5:00pm Zoom
--------	--

Figure 10 Proposed Navigation Panel

14. Department Logo

A clean and bold display of the **CSUSB Office of Student Research** logo reinforces departmental branding and clearly indicates the section of the university site the user is navigating.

15. Upcoming OSR Events

This section provides a **real-time calendar preview** of major upcoming events related to student research (e.g., info sessions, application deadlines), allowing students to plan participation accordingly.

Our Mission and Vision
Discover how we champion student-driven research and academic growth

Funding Opportunities
Find the right support to turn your research ideas into reality

Programs
Explore hands-on opportunities to engage, present, and collaborate

Coyote Research Talks

Coyote Research Talks - Dr. Angela Horner

Ryan Keating

Coyote Research Talks - Dr. Claire Todd

Claire Todd STATE UNIVERSITY

[Watch more on YouTube](#)

Quick Links

- Upcoming Events [\(i\)](#)
- Workshops [→](#)
- Get Involved in Ongoing Research [→](#)
- ASI Travel and Research Grant [\(i\)](#)
- Find a Faculty Mentor [→](#)
- Forms [→](#)
- Volunteer Signup [→](#)
- Become a CRA [→](#)
- FAQs [\(?\)](#)

Departmental News

San Bernardino Future

JUL 15 MA in Educational Administration - Admin Credential Information Session
5:00pm - 6:00pm
Zoom

Upcoming Workshops 16

JUL 10 Multiple Subject Information Sessions
4:00pm - 5:00pm
Zoom

JUL 11 MA in TESOL Information Session
12:00pm - 1:00pm
Zoom - Please use the link to register in advance.

JUL 15 MA in TESOL Information Session
12:00pm - 1:00pm
Zoom - Please use the link to register in advance.

[View more workshops](#) 17

[Give to OSRI](#)

18

Contact Us 19

Student Research, Office of

osr@csusb.edu
(909) 537-3728
CE-357

Office Hours

Monday - Thursday:
8:00 am-5:00 pm

Friday:
8:00 am-1:00 pm

Saturday - Sunday:
Closed

Social Media

X

Figure 11Proposed Navigation Panel Cont.

16. Upcoming Workshops

Displays a list of relevant research workshops, emphasizing hands-on learning and skill development opportunities for students and faculty.

17. View More Workshops Button

A clear CTA button that links to the full workshop schedule, encouraging users to explore additional training opportunities.

18. Give to OSRI Button

A prominent donation button that encourages contributions to support student research, increasing visibility and ease of access for potential donors.

19. Contact Us Section remains as it is with updated office name and contact information

Events and Calander

Events and Calander Menu



Figure 12 Current Events and Calander Menu

No changes proposed to the Events menu at this time. The current structure aligns with the redesigned Events page and will continue to serve its purpose. Additional links for future conferences will be added as those events are confirmed.

Events and Calander Page

The events organized by the OSR are designed to introduce to high impact practices activities.

There are no scheduled upcoming events at this time.

There are no scheduled upcoming events at this time.

Upcoming Events and Workshops

There are no scheduled upcoming events at this time.

Contact Us

Student Research, Office of

Figure 13 Current Events and Calander Page

The existing Events page is largely empty, which can discourage student engagement when visitors see little to no activity. To address this, I propose highlighting upcoming events and workshops at least one semester in advance. Featuring populated Events and Calendar section will help students plan ahead and encourage greater participation in OSRI programming.

20

Events at Office of Student Research and Innovation

21

We host engaging events year round, offering students opportunities to present their research, connect with peers, and win exciting prizes. Whether you're ready to showcase your work or just curious to see what others are doing, you're welcome to attend.

Not presenting? No problem. You can still get involved by signing up to volunteer at these events.

OSR also organizes workshops, which are info sessions designed to help students learn how to get involved in research and creative activities on campus.



Vist our department page here to RSVP now

22

23

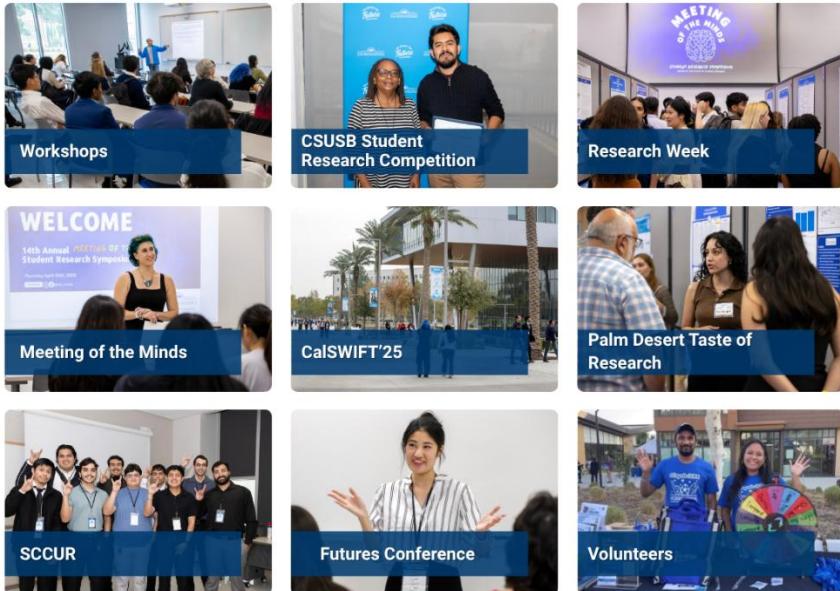


Figure 14 Proposed Events and Calander Page

20. Events Page Banner

Added a bold and visually engaging banner titled “Events at Office of Student Research and Innovation” to clearly introduce the page and reinforce branding. This helps users quickly recognize where they are within the site and creates a consistent, polished look across main sections.

21. Introductory Event Description

Enhanced the opening text to emphasize inclusivity and encourage all students to engage, whether they are presenting, attending, or volunteering. It also introduces workshops and info sessions to make students aware of ways to get involved in research and creative activities at any level.

22. RSVP Button to Coyote Connection

Integrated a clearly visible call-to-action button that links directly to the department’s Coyote Connection RSVP portal. This simplifies the registration process for students and ensures easier access to signing up for workshops, presentations, and volunteer opportunities.

23. Event Category Tiles

Replaced the text-heavy dropdown format with visual event tiles that showcase all major events hosted by OSRI. Each tile links to more detailed information or media galleries, helping users engage with the content visually and find relevant opportunities more intuitively.

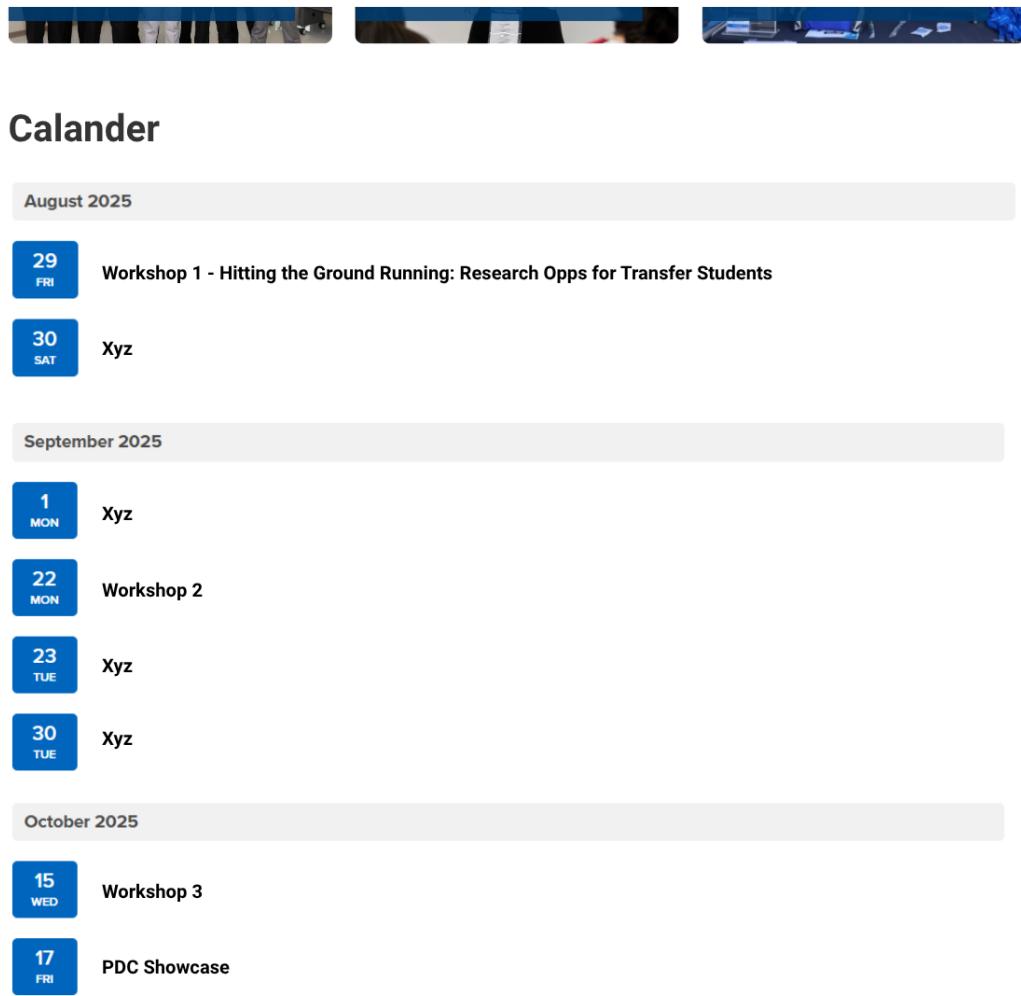


Figure 15 Proposed Events and Calander Page Cont.

24. Integrated Event Calendar Section

Introduced a dynamic, month-by-month event calendar at the bottom of the page. This feature syncs with the university's event system, making it easier for students to plan ahead and stay informed. Events are listed by category and date, ensuring clarity and better attendance across workshops, showcases, and other key events.

Faculty

Faculty Menu



Figure 16 Current Faculty Menu



Figure 17 Proposed Faculty Menu

25. Faculty Menu Updates

Refined the “Faculty” dropdown menu by removing underused or discontinued programs following team discussion and review of participation data. This streamlines the user experience and ensures only active, high-impact resources are highlighted. Also added the “Research and Creative Activities Database Form (Faculty)” link to make it easier for faculty to contribute research projects and opportunities directly through the site.

Faculty Page

The screenshot shows the Faculty page of the Office of Student Research. At the top, there's a dark header with "Office of Student Research" and "Faculty". Below it is a blue navigation bar with a dropdown menu showing "Faculty". The main content area has a background image of people looking at papers. It contains sections for "Faculty Informational Booklets", "Faculty/Student Grants", and "Research & Creatives Activities (RCA) Faculty Mentor Award". Each section includes descriptive text and a "Download" or "View" button. To the right, there's a sidebar for "Upcoming Events and Workshops" (empty) and "Contact Us" with contact info and office hours.

Office of Student Research
Faculty

Faculty

The OSR supports faculty conducting research and creative activities that will contribute towards students' overall educational experience. The type of funding include:

Faculty Informational Booklets

Download the 23-24 Faculty Information Booklet

Faculty/Student Grants

The Faculty/Student Grants are designed to facilitate the initiation and development of collaborative research or creative activity (RCA) between students and faculty. Projects under this program are intended to provide students with in-depth "hands-on" experience in the research or creative activity process.

[Faculty/Student Grants Webpage](#)

Research & Creatives Activities (RCA) Faculty Mentor Award

Mentoring students is a vital component of our mission here at CSUSB; it includes offering encouragement and advice on career options and preparing students to meet the highest professional and ethical standards as scholars. In recognition of our faculty, the OSR has created the Research & Creatives Activities (RCA) Faculty Mentor Award.

[RCA Faculty Mentor Award Webpage](#)

Upcoming Events and Workshops

There are no scheduled upcoming events at this time.

Contact Us

Student Research, Office of

✉ osr@csusb.edu
📞 [\(909\) 537-3728](tel:(909)537-3728)
📍 [CE-357](#)

Office Hours

Monday - Thursday:
8:00 am-5:00 pm

Friday:
8:00 am-1:00 pm

Saturday - Sunday:
Closed

Figure 18 Current Faculty Page

The original Faculty page primarily consisted of dense text with minimal visual hierarchy, making it difficult for users to quickly locate key information. Important resources were buried in paragraphs, resulting in a cluttered and less engaging experience for faculty seeking specific programs or forms.

The screenshot shows the 'Faculty' section of the website. At the top, there's a dark header with 'Office of Student Research' and 'Faculty'. Below it is a blue navigation bar with a 'Faculty' tab. A red circle with the number '26' is overlaid on the top left of the main content area. The main content has a dark blue header with 'Faculty' in white. Below it, a text block says: 'The OSR supports faculty conducting research and creative activities that will contribute towards students' overall educational experience. The type of funding include:' followed by a list of six items, each with a thumbnail image and a title: 'OSR Awards Committee', 'Research and Creative Activities Database Form (Faculty)', 'OSR Undergraduate Summer Research Program', 'WELCOME 14th Annual MEETING OF THE MINDS Student Research Symposium Thursday April 20th, 2023', 'Faculty Informational Booklets', and 'Faculty/Student Grants'. To the right, a red circle with the number '27' is overlaid on the top left of the contact section. The contact section has a light gray background with a heading 'Upcoming Events and Workshops' (with a note 'There are no scheduled upcoming events at this time.'), a 'Contact Us' section with contact information for 'Student Research, Office of' (email osr@csusb.edu, phone (909) 537-3728, location CE-357), and an 'Office Hours' section detailing hours for Monday through Sunday.

26

Faculty

The OSR supports faculty conducting research and creative activities that will contribute towards students' overall educational experience. The type of funding include:

27

OSR Awards Committee

Research and Creative Activities Database Form (Faculty)

OSR Undergraduate Summer Research Program

WELCOME
14th Annual MEETING OF THE MINDS
Student Research Symposium
Thursday April 20th, 2023

Faculty Informational Booklets

Faculty/Student Grants

Upcoming Events and Workshops

There are no scheduled upcoming events at this time.

Contact Us

Student Research, Office of

osr@csusb.edu
(909) 537-3728
CE-357

Office Hours

Monday - Thursday:
8:00 am-5:00 pm

Friday:
8:00 am-1:00 pm

Saturday - Sunday:
Closed

Figure 19 Proposed Faculty Page

26. Faculty Page Banner

Introduced a clean and consistent page header labeled “Faculty” to clearly indicate the purpose of the page. This aligns with other redesigned sections, helping users quickly orient themselves and reinforcing a cohesive site structure.

27. Faculty Resources Tile Grid

Replaced the text-heavy layout with a visual tile grid to highlight key faculty programs, forms, and awards. This improves navigation and makes it easier for faculty to quickly find relevant resources, including the new research database form.

Students

Students Menu



The screenshot shows a website for the Office of Student Research. At the top left, it says "Office of Student Research". Below that is a large banner with the word "Students" in white. Underneath the banner is a blue navigation bar with the word "Students" in white. The main content area has a dark blue background. It contains several program descriptions arranged in a grid:

Distinguished Fellowship Initiative	Undergraduate Research Training Initiative for Student Enhancement (U-RISE)	Student Research Collaborative Council (SRCC)	Coyote Research Fellowship Grant
Innovative Media & Technology Graduate Research Award (xREAL)	Student Research and Travel	Undergraduate Success Research Assistantship	Mellon Mays Undergraduate Fellowship
Smoke and Tobacco Outreach and Prevention Scholars Program (STOPs)	SSI Graduate Research Award	Outstanding Student Research or Creative Activities Award	Additional Funding
STOPs Mentors			

Figure 20 Student Menu

No changes proposed to the students menu at this time. The current structure effectively serves its purpose and includes all active student programs based on recent usage and feedback.

Students Page

The OSR facilitates students' engagement in research and creative activities by providing funding resources. The OSR provides funding to both undergraduate and graduate students to travel, purchase materials, develop innovative research projects, and assist with the completion of their thesis, project or dissertation.

Student Informational Booklet

Download the Student Information booklets today, which includes information about the OSR, programs, grants, and funding opportunities, including a save-the-date page for upcoming events and deadlines.

[Download the 2024-2025 Student Handbook](#)

SSI Graduate Research Award

This program is designed for graduate students completing a thesis, project, or dissertation. Funds from the Graduate Scholars Grant Writing Program, if awarded, must be used to support recipients' thesis, project, or dissertation research or professional development activities.

Student Research & Travel (SRT) Grant

This program encourages and supports both undergraduate and graduate student research and creative activities by providing funding to support student research, as well as travel-related to academic growth and development. Students may use the funding to conduct research for an independent study, an academic course, honor's project, or master's thesis project to present at a conference or attend a conference.

Outstanding Student Researcher Award

The award is designed to acknowledge one graduate and undergraduate student who has demonstrated exemplary scholastic work in both their academics and research within any field.

Smoke and Tobacco Outreach And Prevention Scholars Program (STOPS)

CSUSB's Smoke and Tobacco Outreach and Prevention Scholars (STOPS) is a grant-funded program designed to help develop a pipeline of dedicated tobacco control researchers and advocates.

Undergraduate Research Training Initiative for Student Enhancement (URISE)

The NIH-funded U-RISE program (Undergraduate Research Training Initiative for Student Enhancement) program is seeking excellent undergraduate students who plan to continue their academic careers and gain a Ph.D. in research-based disciplines that have relevance to health (psychology, biology, chemistry, kinesiology, etc.).

Mellon Mays Undergraduate Fellowship (MMUF)

The Mellon Mays Undergraduate Fellowship (MMUF) is a 2-year program at CSUSB that provides financial support, research mentorship, and assistance with graduate school applications.

Upcoming Events and Workshops

There are no scheduled upcoming events at this time.

Contact Us

Student Research, Office of

osr@csusb.edu
(909) 537-3728
CE-357

Office Hours

Monday - Thursday:
8:00 am-5:00 pm

Friday:
8:00 am-1:00 pm

Saturday - Sunday:
Closed

Social Media

[X](#) [Instagram](#) [Facebook](#)

Subscribe for Daily Updates

* indicates required

Email Address *

First Name *

Last Name

Figure 21 Current Students Page

Office of Student Research
Students

Students

28

Students

29

The OSR facilitates students' engagement in research and creative activities by providing funding resources. The OSR provides funding to both undergraduate and graduate students to travel, purchase materials, develop innovative research projects, and assist with the completion of their thesis, project or dissertation.

30 Student Informational Booklet

Download the Student Information booklet today, which includes information about the OSR, programs, grants, and funding opportunities, including a save-the-date page for upcoming events and deadlines.

31

[Download the 2024 - 25 Student Handbook](#)

32

Grants



Student Research and Travel



SSI Graduate Research Award



Innovative Media & Technology Graduate Research Award



Smoke and Tobacco Outreach and Prevention Scholars Program (STOPs)



Mellon Mays Undergraduate Fellowship



Distinguished Fellowship Initiative

Awards



Figure 22 Proposed Students Page

28. Students Page Banner

Introduced a bold page header labeled “Students” to clearly signal that this section is dedicated to student-specific opportunities and support. This creates a welcoming and organized entry point for undergraduates and graduates alike.

29. Introduction Text

Enhanced the introductory paragraph with clear, accessible language that outlines the broad support OSRI offers to students. From funding and research travel to project development and thesis assistance, the text highlights how the office helps students at every stage of their academic journey.

30. Student Informational Booklet

Added a section promoting the Student Information Booklet to give students one-click access to a centralized document containing all essential OSRI programs, deadlines, and event details. This resource serves as a comprehensive guide to getting involved.

31. Handbook Download Button

Included a prominent, easy-to-spot download button for the 2024–2025 Student Handbook. This ensures students can quickly access important timelines, requirements, and opportunities without digging through multiple pages.

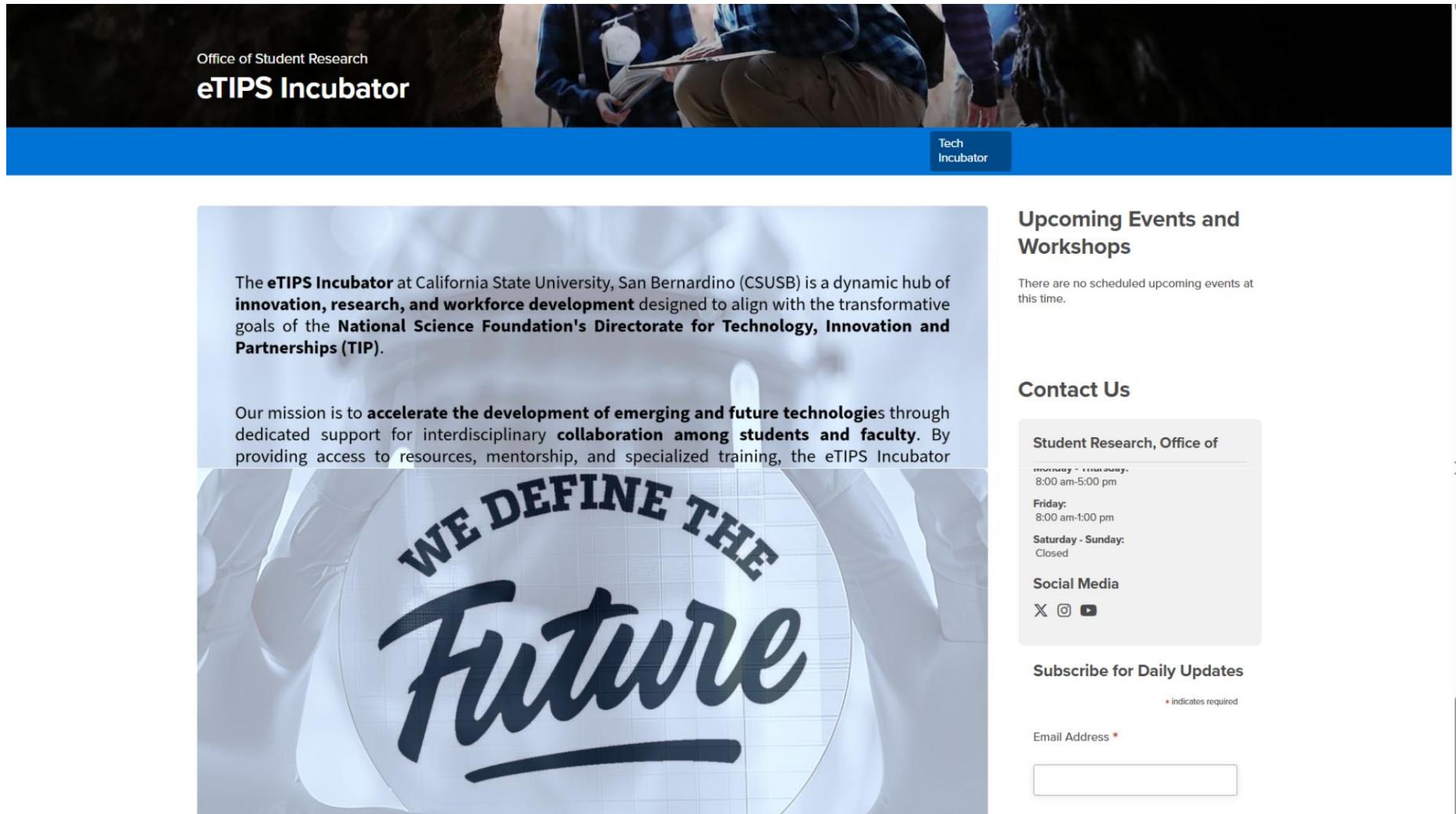
32. Grants Section

Created a visually engaging tile grid that showcases all current student grant opportunities. From specialized programs like the Mellon Mays Undergraduate Fellowship to broader funding like Student Research and Travel, this layout empowers students to explore and connect with opportunities that fit their goals.

33. Awards Section

Added a dedicated “Awards” section that highlights student recognition programs, starting with the Outstanding Student Research or Creative Activities Award. Featuring these awards encourages student excellence and makes OSRI’s recognition efforts more visible.

Tech Incubator



The screenshot shows the homepage of the Tech Incubator. At the top, there's a dark banner with the text "Office of Student Research" and "eTIPS Incubator". Below this is a blue header bar with the text "Tech Incubator". The main content area features a large image of people working together. To the left, there's a text box about the eTIPS Incubator's mission and a circular graphic with the text "WE DEFINE THE Future". On the right, there are sections for "Upcoming Events and Workshops" (which is empty), "Contact Us" (with office hours and social media links), and a "Subscribe for Daily Updates" form.

Office of Student Research
eTIPS Incubator

Tech
Incubator

The **eTIPS Incubator** at California State University, San Bernardino (CSUSB) is a dynamic hub of **innovation, research, and workforce development** designed to align with the transformative goals of the **National Science Foundation's Directorate for Technology, Innovation and Partnerships (TIP)**.

Our mission is to **accelerate the development of emerging and future technologies** through dedicated support for interdisciplinary **collaboration among students and faculty**. By providing access to resources, mentorship, and specialized training, the eTIPS Incubator

WE DEFINE THE
Future

Upcoming Events and Workshops

There are no scheduled upcoming events at this time.

Contact Us

Student Research, Office of

Monday - Thursday:
8:00 am-5:00 pm

Friday:
8:00 am-1:00 pm

Saturday - Sunday:
Closed

Social Media

X @

Subscribe for Daily Updates

* indicates required

Email Address *

Figure 23 Tech Incubator Current Page

Office of Student Research
eTIPS Incubator

Tech
Incubator

34

Tech Incubator

The eTIPS Incubator at California State University, San Bernardino (CSUSB) is a dynamic hub for innovation, research, and workforce development. It aligns with the transformative goals of the National Science Foundation's Directorate for Technology, Innovation, and Partnerships (NSF TIP).

35 **What is eTIPS?**

eTIPS stands for **emerging Technology, Innovation, and Partnerships**. The incubator supports both students and faculty through mentorship, resources, and structured opportunities that promote forward-thinking research and practical applications in evolving technological fields.

Our Mission

To accelerate the development of emerging and future technologies by supporting interdisciplinary collaboration among students and faculty. Through access to resources, mentorship, and specialized training, the eTIPS Incubator empowers the CSUSB community to transform visionary ideas into real-world impact.



37 **What We Do**

We are committed to advanced workforce development, ensuring that our researchers remain at the forefront of technological discovery while being prepared to meet national and global workforce demands. As part of this initiative, we launched the **eTIPS Mentorship Program**, which is a focused effort to provide student researchers with the skills, networks, and knowledge needed to lead in a rapidly evolving tech landscape.

Who It's For

Whether you're a student with a bold idea or a faculty member exploring new frontiers of innovation, the eTIPS Incubator offers the space, support, and community to help you thrive.

38 **Join us in shaping the future of technology, innovation, and partnerships!**

39

[Current e\(merging\)TIPS\(tudent\) Fellows](#)

[Current e\(emerging\)TIP Faculty Fellows](#)

[CSUSB Efforts in Support of eTIPS](#)

[NSF Directorate for Technology, Innovation, and Partnerships](#)

Figure 24 Tech Incubator Proposed Page

The original Tech Incubator page relied heavily on an image-based layout that included key content embedded as non-editable text. This poses a major accessibility concern, especially for users relying on screen readers or mobile browsers. To comply with accessibility standards and improve readability, I've proposed a fully text-based redesign with a structured and student-friendly layout. Below are the updates:

34. Tech Incubator Page Banner

Replaced the static image heading with a live, accessible text banner labeled "Tech Incubator." This ensures the page is compliant with accessibility standards and maintains visual consistency with other OSRI pages.

35. What is eTIPS?

Added a new subheading and section that clearly defines what eTIPS stands for and explains its purpose. This helps students and faculty quickly understand the incubator's role in supporting forward-thinking research and innovation.

36. Visual Identity Graphic

Inserted a decorative but compliant visual element—"We Define the Future"—that adds character to the page without replacing any essential text. This maintains the branding while ensuring no critical information is lost to inaccessible images.

37. What We Do

Expanded on the mission with a dedicated section describing the goals and activities of the eTIPS Incubator. This includes a clear explanation of the eTIPS Mentorship Program and how it prepares students for emerging tech careers.

38. Call to Action

Introduced a motivating call-to-action encouraging students and faculty to take part in shaping the future through eTIPS. This creates a sense of inclusion and momentum while guiding users toward the next steps.

39. Resource and Navigation Buttons

Resized and rearranged the existing resource buttons to create a cleaner, more organized layout that improves readability and visual balance. The updated arrangement ensures better spacing across screen sizes and makes it easier for users to identify and access key links related to eTIPS, such as current fellows and NSF partnerships.

Resources

Resources Menu



Figure 25 Current Resources Menu

The Resources menu previously housed a wide range of helpful content but lacked organization, making it difficult for students and faculty to quickly find what they needed. To improve clarity and usability, we restructured the dropdown into more intuitive groupings and added new resource pages based on frequently asked questions and recurring student needs. These changes make the Resources menu more comprehensive, user-friendly, and action oriented.



Figure 26 Proposed Resources Menu

40. Resources Menu Updates

- Reorganized Content
 - Rearranged existing links into clearer categories to improve navigation and reduce clutter.
- Added Key Resources
 - Introduced new pages like “Research Fundamentals,” “Poster Preparation,” and “Finding a Faculty Mentor” to better support student needs.
- Integrated CRA Links
 - Moved Coyote Research Ambassador content into this menu, including direct links to profiles and application info.
- Improved Usability
 - Streamlined layout for quicker access to the most relevant and active resources.

Resources Page

Curr

The screenshot shows the homepage of the Office of Student Research Resources. At the top, there's a black header with the text "Office of Student Research" and "Resources". Below the header is a blue navigation bar with a "Resources" dropdown menu. The main content area features several sections: "Finding a Faculty Mentor" (with a sub-section "View Open Job Searches"), "Research Fundamentals" (with a sub-section "Introduction to Research Guide →"), "The Basic Research Cycle" (with a detailed list of steps), "Ethical Responsibility" (with a list of points about citing sources), and "Upcoming Events and Workshops" (which is currently empty). On the right side, there's a sidebar titled "Contact Us" containing information like email (osr@csusb.edu), phone number ((909) 537-3728), and office location (CE-357). It also lists office hours (Monday-Thursday 8:00 am-5:00 pm, Friday 8:00 am-1:00 pm, Saturday-Sunday Closed), social media links (Facebook, Instagram, YouTube), and a "Subscribe for Daily Updates" form.

Finding a Faculty Mentor

Cultivating a strong and productive rapport with a faculty member stands as a pivotal component in the accomplishment of a fruitful research endeavor. Your objective is to identify a faculty member whose research aligns seamlessly with your own interests, and the Office of Student Research (OSR) is here to provide you with valuable support in this pursuit. The OSR has created a simple guide sheet plus email template to help you along your academic journey.

[View Open Job Searches](#)

Research Fundamentals:

Research Basics - To view a helpful guide to help you get started with your research. This website will also provide you with support in the following:

- Picking a research topic
- Identifying keywords - How to use keywords to make your searches more effective
- Find books to get an in depth and historical information about your topic
- Citing your sources
- Evaluating your information
- Much more...

[Introduction to Research Guide →](#)

The Basic Research Cycle

- Read and understand your research assignment.
- Choose a manageable, interesting research topic and decide on keywords that convey the main ideas of the topic.
- Use your keywords to search library databases to find books and articles.
- Skim and evaluate your results, choosing the books/articles that most closely align with your topic and your assignment.
- Read the book chapters / articles you chose and take notes. Let your ideas percolate.
- At this point, you may need to go back and fill in some blanks in your understanding of your topic. Do some more searches, or ask a librarian for help!
- Write your paper according to the assignment and your professor's instructions.
- Cite all your sources using the citation style your professor requests.

Ethical Responsibility

- Citing Your Sources - not all information is reliable, every researcher must uphold an ethical responsibility to evaluate the following:
 - Currency
 - Authority
 - Validity/Accuracy

Upcoming Events and Workshops

There are no scheduled upcoming events at this time.

Contact Us

Student Research, Office of

✉ osr@csusb.edu
☎ (909) 537-3728
📍 CE-357

Office Hours

Monday - Thursday:
8:00 am-5:00 pm

Friday:
8:00 am-1:00 pm

Saturday - Sunday:
Closed

Social Media

X

Subscribe for Daily Updates

* Indicates required

Email Address *

First Name *

Figure 27 Current Resources Page

- Point of view (bias)
- Purpose/context
- Evaluating your research is vital as not all information is reliable.

Penn State offers a wonderful rubric to evaluation resources for books, periodical and website, please see below:

[Evaluating Information Rubric →](#)

[Evaluating Information When Conducting Research →](#)

Research Tutorials

The John M. Pfau Library provides wonderful research tutorials ranging from

- Beginning- (1st-year students or those new to college-level research)
- Intermediate - (ideal for juniors or seniors)
- Advance - (upper-division or graduate students already comfortable with research basics)

[Critical Information Literacy Lab Video Tutorials →](#)

Community-based Research:

Community based research (CBR) is a partnership between CSUSB and organizations in the area. It allows both CSUSB and the community to enhance connections with those around them. Community-based research opportunities are available to CSUSB students through the [Office of Community Engagement](#).

Council on Undergraduate Research:

The Council on Undergraduate Research hosts a Registry of Undergraduate Researchers to facilitate matchmaking between undergraduates who have research experience and a desire to pursue an advanced degree, with graduate schools seeking high-quality students who are well prepared for research. The Registry is open to students and graduate schools in the fields of Anthropology/Archaeology, Arts/Humanities, Biology/Biochemistry, Business, Chemistry/Biochemistry, Economics, Education, Engineering, English and Linguistics, Environmental Studies, Geosciences, Health Professions, History, Journalism and Communications, Mathematics/Computer Science, Physics/ Astronomy, Political Science, Psychology, Social Work and Sociology.

Institutional Review Board:

The [Institutional Review Board's \(IRB\)](#) mission is to protect the welfare and rights of human participants as subjects in research. IRB approval is required for research projects involving human subjects. Please visit IRB's website for more information about the requirements for the review process.

Internships:

available internships.

Poster Preparation:

Many symposiums and conferences include poster sessions – an opportunity for participants to present their research on a large poster or trifold display board. See our suggestions on [how to create professional-looking posters](#).

Research and Creative Activity (RCA) Database:

OSR has created a database to coordinate opportunities on campus. Faculty may post a request for student researchers or interns and students may search the database for opportunities that match their interests.

Statisticians:

The Office of Student Research has hired a Peer Statistics Specialist to assist students with questions about SPSS, data analysis, survey design, and administration. Questions should be directed to osrpeerstats@gmail.com.

Last Name

Classification

- Student
- Faculty
- Staff

[Subscribe](#)

Figure 28 Current Resources Page Cont.

This course is no longer available.

Test Preparation Books:

Test prep books on the GMAT, GRE, CBEST, and other topics are available for checkout at the Office of Student Research, Chaparral Hall room 123. Students must present their Coyote ID at the time of checkout.

This course is no longer available.

University Centers:

CSUSB sponsors the following [University Centers](#) which are interdisciplinary in nature and are comprised of faculty from a number of different schools.

Writing Center:

The [CSUSB Writing Center](#) provides one-on-one assistance with writing assignments for both undergraduate and graduate students. Editing specialists may be available through OSR in the future.

Zotero:

[Zotero Website](#) is a software program that helps you cite and manage multiple resources in your papers. You can import and export citations to use in your text and bibliography, which allows you to focus more on your writing instead of the technical aspect of creating citations. It also allows you to save full-text sources as you research, so they will be easily accessible when you need to revisit them. Zotero is free for CSUSB students. Workshops on using Zotero are available through the [Pfau Library](#).

The screenshot shows the bottom section of the Current Resources page. On the left, there's a logo for CSUSB (California State University, San Bernardino) and information about the California State University, San Bernardino campus (5500 University Parkway, San Bernardino, CA 92407, +1 (909) 537-5000). Below that is a "Follow Us" section with links to Facebook, Twitter, YouTube, Instagram, TikTok, LinkedIn, and a globe icon. To the right, there are four main columns: "Login" (myCoyote, Canvas, Student Email, Faculty & Staff Email, Drupal Login), "Employment" (Job Listings, Faculty Jobs, Career Center, Human Resources, Student Employment, Federal Work Study), "Of Interest to..." (Future Students, Current Students, Faculty & Staff, Full-Time Faculty, Part-Time Faculty, Community & Visitors, Alumni & Friends, University Partners, Military/Veterans), and "Campus Services" (Academic Advising, Housing & Residential Life, Parenting Students, Parking, Police, Psychological Counseling, Services to Students with Disabilities, Student Health Center, Technology Support, Transcripts). Each service link is preceded by a small blue square icon.

Figure 29 Current Resources Page Cont. 2

The Resources page is a key part of our site, offering essential tools and support for research. Its layout needs to be clear and accessible so students can quickly find what they need.

41

Resources

42



Finding a Faculty Mentor

Connect with a faculty member whose research aligns with your interests using OSR's guide and email template.



Research Fundamentals

Get the foundational tools to start your academic research journey. Learn how to choose a topic, find reliable sources, cite properly, and build strong research habits.



Research and Creative Activities Database

A campus-wide hub showcasing research and creative projects at CSUSB, connecting students with faculty seeking support.



Council on Undergraduate Research

Join a national registry to connect with grad schools seeking research-ready students.



Forms

Won an award by OSRI? Find your required forms here.



University Centers

Explore interdisciplinary faculty-led centers that support campus-wide research efforts.

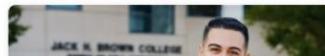


Figure 30 Proposed Resources Page



Institutional Review Board (IRB)

Understand the process and requirements for conducting research with human participants.



Poster Preparation

Get tips and templates for designing professional research posters for conferences.



Pfau Library Zotero

Use Zotero to manage, organize, and cite research sources with ease.



Research Incentives

We provide gift cards as research incentives to participants, managed and tracked through approved faculty and student projects.



Research Survey Distribution

We can assist CSUSB faculty and students in promoting IRB-approved surveys through limited-time web postings, weekly updates, and targeted email outreach.



Co-Curricular Transcript

Recognize Your Research Achievements.



External Opportunities

Explore research, funding, and professional development opportunities beyond CSUSB.



Coyote Research Ambassador

Recognize Your Research Achievements.

Figure 31 Proposed Resources Page Cont.

41. Resources Page Banner

Replaced the plain header with a bold, consistent “Resources” banner to match the look and feel of other key pages. This provides clarity and reinforces the page’s purpose immediately upon landing.

42. Resources Tile Grid

Transformed the previously text-heavy layout into a clean, visual tile grid that highlights the most frequently used research tools and support services. Each tile includes a clear title, image, and brief description, making it easy for students and faculty to quickly scan and access what they need.

Resources such as “Finding a Faculty Mentor,” “Research Fundamentals,” and “Research and Creative Activities Database” are now featured prominently, alongside supporting tools like “Poster Preparation,” “IRB,” and “External Opportunities.” This layout not only improves accessibility and navigation but also emphasizes OSRI’s commitment to supporting students at every stage of their research journey.

Timeline and Feasibility

The OSRI website redesign is scheduled to be completed and live by August 25, 2025, ahead of the start of the Fall 2025 semester. Initial conversations with the OSRI team and the Information Technology Services (ITS) Digital Transformation team have confirmed that the project is feasible within this timeline. The redesign leverages existing design mockups, user feedback, and internal content audits already developed through Spring and Summer 2025.

The project will follow a phased approach during Summer 2025, beginning with content restructuring, followed by visual implementation, accessibility testing, and final review. The redesign is scoped to be achievable with the support of the ITS team, leveraging campus-wide design systems and web development resources. By initiating development in early summer and using clearly defined deliverables, the project is expected to remain on schedule.

This timeline aligns with the academic calendar to ensure the new site is available to incoming and returning students at the beginning of the semester, improving their first experience with OSRI's programs and services.

Conclusion

This proposal outlines a complete redesign of the Office of Student Research website with a focus on accessibility, clarity, and student-centered engagement. By restructuring content, simplifying navigation, and addressing usability gaps, the redesign supports the office's mission to promote research, mentorship, and innovation across all academic disciplines.

The proposed changes are realistic, well-aligned with institutional goals, and informed by team feedback, user needs, and comparable campus websites. With content prepared, mockups in place, and a clear implementation timeline, this project is positioned for a successful rollout by the start of the Fall 2025 semester. Once implemented, the redesigned website will better serve CSUSB's research community and create a more inclusive, effective digital experience for students and faculty alike.

Looking ahead, there is also potential to integrate an AI-powered chatbot or virtual assistant on the OSR website. This feature could help students navigate resources, answer common questions, and access forms or event details more efficiently. While not part of the current redesign scope, this would be a valuable future enhancement to further improve access and user experience.

Acknowledgments

I would like to express my sincere thanks to Danielle White, my supervisor, for her continuous guidance, support, and constructive feedback throughout the development of this project. Her attention to detail and encouragement were instrumental in shaping both the direction and execution of this proposal.

I am also grateful to Dr. Ryan Keating, Director of the Office of Student Research, for supporting this initiative from the beginning and encouraging me to translate ideas into actionable design improvements that align with the mission of the office.

A special thank you to Dr. Timothy A. Akers, Associate Provost for Academic Research, for his leadership and for fostering an environment that supports innovation and student-driven contributions within academic research at CSUSB.

Finally, this project drew valuable inspiration from the websites of CSUSB's Jack H. Brown College of Business and Public Administration (JHBC) and the College of Education (COE). Their clear, student-focused designs helped guide many of the structural and user experience improvements proposed here.

Thank you for taking the time to review this proposal and for supporting efforts that enhance student engagement, accessibility, and innovation at CSUSB!