



Faculty Mentor Acceptance Form

DEADLINE: Friday, April 28, 2017 at 12-noon

SUBMIT TO: Alberto Gonzalez (albertg@austin.utexas.edu)

QUESTIONS: Dr. Jacqueline Toribio, UT-Austin MMUF Director (toribio@austin.utexas.edu)

TO BE COMPLETED BY THE STUDENT FELLOW

Name: _____ GPA: _____

UT EID: _____

Major(s): _____ Minor(s): _____

Research Interests: _____

In accordance with the Family Education Rights and Privacy Act (FERPA) of 1974, candidates may wish to waive their rights to see their recommendation letters. Please select only one option below:

- I agree to waive my right to see my recommendation letters.*
- I do not agree to waive my right to see my recommendation letters.*

TO BE COMPLETED BY THE FACULTY MENTOR

The faculty mentor is a central figure in the [Mellon Mays Undergraduate Fellowship](#) (MMUF) program. Responsibilities are listed below. If you would like to accept this role, please **complete this form** and **submit a letter of support** addressing the following:

- i)** Extent of your interest in serving as an MMUF faculty mentor;
- ii)** How the MMUF fellow's research interests complement your areas of scholarship;
- iii)** MMUF fellow's ability to undertake a rigorous and sustained research project over a two-year period; and
- iv)** Personal strengths of the MMUF fellow that you consider to be consistent with the performance standards of excellence set by UT-Austin and the MMUF program.

Faculty Mentor Responsibilities:

- i) Help the Fellow Prepare for Graduate School**
 - a) Serve as a faculty advisor to the fellow; discuss with the fellow the nature of graduate study

- b) Assist the fellow in selecting courses
- c) Help the fellow identify an area of interest and the programs that exist in that field
- d) Aid the fellow in compiling information on graduate departments and fellowship programs
- e) Ensure that the fellow keeps track of deadlines for programs and any applicable examinations, e.g. the GRE

ii) Supervise and Guide the Fellow’s Research Project

- a) Assist the fellow in the formulation and development of research ideas, conceiving a project, writing of research proposals and essays, and seeing the project through to completion
- b) Schedule regular meetings to review research progress, discuss new themes, introduce relevant readings, and clarify issues throughout the duration of the two-year fellowship
- c) Assist the fellow with the development of a scholarly bibliography and reading list related to the selected topic
- d) Evaluate the project and the fellow’s progress at the end of each summer term and long semester

iii) Foster Both Teaching and Research Skills

- a) Allow the fellow to tutor a class, present a lecture, and/or attend a graduate seminar
- b) Create opportunities for the fellow to observe the mentor’s teaching strategies
- c) Discuss various roles and responsibilities of faculty members
- d) Expose the fellow to informal learning opportunities including conferences, lectures, and symposia
- e) Attend at least one professional meeting with the fellow during their two-year fellowship

iv) Provide Feedback and Reports

- a) Inform the UT-Austin MMUF Program Director of any questions or issues that arise, or changes in the fellow’s status
- b) Assist the program in monitoring the progress of the fellow and in evaluating activities
- c) Submit a progress report at the end of each summer term and long semester
- d) Submit a final report at the end of each year, including a statement about the mentor/mentee relationship

Faculty Mentor Support:

Faculty mentors will receive a “Book” award of \$500 per year. This funding can be used for books, research materials, and conference travel.

In addition, faculty mentors will receive a \$1,000 travel grant during your fellow’s two-year fellowship, for purposes of travel to a professional conference with your mentee.

I UNDERSTAND THE RESPONSIBILITIES OF THE MMUF FACULTY MENTOR, AND I AM PREPARED TO SERVE IN THIS CAPACITY.

Name: _____

Department: _____

Title: _____

Email: _____

Phone: _____

MMUF Mentor Signature

Date

**Thank you for agreeing to serve as a MMUF faculty mentor.
The Mellon Mays program is most grateful for your assistance.**