**Dean of the College**
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Mellon Mays Undergraduate Fellowship

A Guide for Prospective Faculty Mentors

Thank you for agreeing to serve as a Faculty Mentor for a Mellon Mays Undergraduate Fellow. The enclosed brochure summarizes the program’s goals and structure, while the information below provides a few strategies for making the most of the mentoring relationship. For more details, please visit the national MMUF website ([www.mmuf.org](http://www.mmuf.org)) or Brown’s MMUF website (<http://brown.edu/college/mmuf>).

Mellon Fellows and Associates are selected in the spring of their sophomore year. The program consists of four seminal components:

* Intensive Mentoring: Mellon Scholars are paired with a faculty mentor, with whom they are expected to meet regularly during their two-year tenure in the program.
* Research: Mellon Scholars are expected to engage in individual, faculty-guided research for the remainder of their time at Brown, including two summers of full-time research.
* Engagement in an intellectual culture: Scholars attend regular meetings in which they present their research, exchange ideas, and discuss topics related to academic life and preparation for graduate school. They also attend regional conferences with peers at participating institutions. Mellon Fellows also benefit from professional development at the graduate and post-doctoral stages of their careers.
* Financial Support: Mellon Fellows receive two years of semester and summer funding, and additional funds to attend conferences and conduct field research. Fellows are also eligible for undergraduate loan repayment upon enrolling in a PhD program in a Mellon-designated field. Mellon Associates receive funding for one summer only.

**Mentor Guidelines**

Faculty members are uniquely capable of demystifying the formal and informal aspects of earning a doctorate and providing insight into the rewards of an academic career. Whether in the sciences, social sciences, or humanities, the Mentor also acquaints the student with the methodology and types of analysis appropriate to the discipline. Faculty Mentors guide the bibliographic search, aid in narrowing down potential research questions, work with students on the formulation of a research plan, and comment on ideas for the larger project.

Mentors should also guide the students professionally by

* introducing them to pertinent professional organizations
* providing opportunities for students to present and/or publish results (funds are available for Fellows to attend professional meetings/conferences independently or with the Mentor)
* encouraging them in their aspirations for graduate education
* modeling the day-to-day life of an academic
* assisting with the graduate school application process

To ensure that Faculty Mentors and Scholars have adequate opportunity to cultivate a meaningful relationship, we strongly encourage at least two meetings per month. As the student’s research develops, particularly during the senior year, we suggest that the Mellon Scholar enroll in an independent study course with the Mentor. Mellon Scholars studying abroad are encouraged to apply for a Global Independent Study Project (GLISP), which provides an opportunity to earn academic credit for work with the Faculty Mentor. [[1]](#footnote-1)\*

**What We Expect from MMUF Scholars**

* Active participation in all events, including lectures, workshops, and conferences
* The submission of a weekly work plan at the start of each term and a **written report prior to the culmination of each term**, the latter to be signed by the Faculty Mentor. Your signature on the semester or summer report indicates that the student has actively engaged in your mentoring relationship and has been making steady progress toward the completion of his or her research project.
* Meet the approval of the Faculty Mentor and the Mellon Dean throughout their tenure as Scholars. Juniors will be evaluated by their Mentors and the MMUF program; Fellows who do not meet the Faculty Mentor's expectations or the expectations and requirements of the MMUF program could forfeit their fellowship.
* A senior research presentation to the Brown community

We look forward to collaborating with you on advising and mentoring this promising student. Please don't hesitate to contact the director of Brown's MMUF Program, Dean Besenia Rodriguez at 401-863-3488 or br@brown.edu with any questions or concerns.

1. \* A GLISP allows students and faculty to enhance their research projects by accessing local resources unavailable in Providence, e.g., archives, museums, on-site experts, interactions with NGOs, etc. Visit the Office of International Program's website: http://brown.edu/oip/global-independent-study-glisp [↑](#footnote-ref-1)