



2012 Career Enhancement  
Fellowships for Junior Faculty

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TO: JUNIOR FACULTY

Eligible Fields

***Humanities: American and English Literatures, Foreign Languages and Literatures (including Area Studies), Art History, Classics, History, Musicology, Philosophy, Religion***

***Social Sciences: Anthropology, Demography, Sociology***

***Physical Sciences: Earth Sciences, Ecology, Geology, Mathematics, Physics, Computer Science***

I am pleased to inform you about an exciting fellowship program funded by The Andrew W. Mellon Foundation and administered by the Woodrow Wilson National Fellowship Foundation (WWNFF). The Career Enhancement Fellowships for Junior Faculty Program seeks ***junior faculty who have a demonstrated commitment to eradicating racial disparities, and breaking down stereotypes and promoting cross-racial understanding in their university communities.*** Applicants should 1) be in the third year of the tenure-track teaching appointment at time of application, 2) teach in eligible academic fields, 3) be able to accept the award for the 2012-13 academic year.

The objective of the fellowship program is to aid the scholarly research and intellectual growth of junior faculty (men and women) and improve their chances for success as tenured university scholars by offering support for twelve months of research and writing. The award includes a maximum \$30,000 stipend, a \$1,500 research, travel or publication stipend, and funding to attend the Fall Retreat in October 2012. The 2012 Career Enhancement Fellowships **application deadline is November 18, 2011.**

Both the Mellon Foundation and the WWNFF strongly believe that the faculty member's *institution should share in the commitment of support*, given the great scholarly benefits and prestige that will accrue to the Career Enhancement Fellow and to the academic institution itself. Therefore, the institution is expected to provide the Fellow's yearly health and benefits coverage and to supplement the award (paid leave or other funding) so the Fellow will receive his/her 2012-2013 academic year salary.

Interested faculty can obtain a 2012 Career Enhancement Fellowships brochure and application/instruction sheet from your department chairperson. These materials can be duplicated. You may also contact Bill Mitchell, Program Coordinator [bmitchell@woodrow.org](mailto:bmitchell@woodrow.org) for further information. We hope the program description has kindled your interest and enthusiasm. We look forward to receiving your application. Best regards.

Richard O. Hope, Vice President  
Woodrow Wilson National Fellowship Foundation  
P.O. Box 2995, Princeton, NJ 08543-2995

**PLEASE POST**

## APPLICATION PROCEDURE

To obtain information or additional application materials, please contact:

William Mitchell, Program Coordinator  
Mellon Mays University Fellows  
Career Enhancement Fellowships  
Woodrow Wilson  
National Fellowship Foundation  
P.O. Box 2995  
Princeton, NJ 08543-2995  
[careerenhance@woodrow.org](mailto:careerenhance@woodrow.org)

A complete application includes:

- Official application form
- Curriculum vitae
- Personal statement
- Research plan for sabbatical year
- Writing sample
- Two letters of recommendation

## SELECTION

An interdisciplinary committee of noted scholars will review all applications and will select the Career Enhancement Fellowship winners.

### APPLICATION DEADLINE

November 18, 2011

### SELECTION OF WINNERS

February 2012

### AWARD BEGINS

June 2012

### ANNUAL FALL RETREAT

October 2012

### FINAL REPORT DUE

June 2013

### Send all application materials to:

**Dr. Caryl McFarlane**  
Director  
Career Enhancement Fellowships  
  
Woodrow Wilson  
National Fellowship Foundation  
P.O. Box 2995  
Princeton, NJ 08543-2995

**Courier Address:**  
5 Vaughn Drive, Suite 300  
Princeton, NJ 08540-6313

# Career Enhancement Fellowships for Junior Faculty

# 2012

Funded by  
THE ANDREW W. MELLON  
FOUNDATION  
<http://www.mellon.org>

Administered by



THE WOODROW WILSON  
National Fellowship Foundation

<http://www.woodrow.org>

**T**HE CAREER ENHANCEMENT FELLOWSHIP PROGRAM PROVIDES ONE YEAR OF FINANCIAL SUPPORT, MENTORING, AND A FALL RETREAT FOR PARTICIPANTS. THIS PROGRAM WILL AID THE SCHOLARLY RESEARCH AND INTELLECTUAL GROWTH OF FELLOWS, THEREBY IMPROVING THEIR SUCCESS IN ATTAINING TENURE.

The Fellowship seeks to increase the presence of minority junior faculty members and other faculty members committed to eradicating racial disparities, in core fields in the arts and sciences.

The Fellowship Programs, funded by The Andrew W. Mellon Foundation and administered by the Woodrow Wilson National Fellowship Foundation, provide each Fellow with a one-year sabbatical stipend; a research, travel or publication stipend; and participation in a two and one-half day annual conference. Twenty Fellowships will be awarded each year.

## ELIGIBILITY

**Junior Faculty (men and women), with demonstrated commitment to eradicating racial disparities, and breaking down stereotypes and promoting cross-racial understanding in their university communities.**

Eligible teaching fields:

*Humanities:* American and English Literatures, Foreign Languages and Literatures (including Area Studies), Art History, Classics, History, Musicology, Philosophy, Religion

*Social Sciences:* Anthropology, Demography, Sociology

*Physical Sciences:* Earth Sciences, Ecology, Geology, Mathematics, Physics, Computer Science

Eligible Junior Faculty must:

- Be in the third year of the tenure-track teaching appointment.
- Teach in one of the designated fields.
- Be able to accept the fellowship in the 2012-2013 academic year.

## REQUIREMENTS

- The Fellow is expected to identify a senior faculty member or scholar in his/her academic field who will advise and mentor during the grant period.
- Fellows and their mentors will attend a two and one-half day retreat in October 2012 to discuss their research and academic work, the nature of scholarly professionalism, and other educational issues of relevance to junior faculty. *The Woodrow Wilson Foundation will pay for travel and accommodations.*
- The Fellow must submit a final report at the end of the grant period.

## THE AWARD

- \$30,000 stipend (maximum award)
- \$1,500 grant for research, travel or publication
- The stipend and research grant cover a twelve-month period, beginning in June.
- The Fellow's institution is expected to supplement the Career Enhancement Fellowship award (paid leave or other funding) so the Fellow receives his/her 2012-2013 academic year salary.
- The Fellow's institution is expected to provide yearly health and benefits coverage.
- The award cannot be transferred to another institution.



**CAREER ENHANCEMENT FELLOWSHIPS  
FOR  
JUNIOR FACULTY**

*2012 Application*

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*Deadline: November 18, 2011*

Funded by

**The Andrew W. Mellon Foundation**

<http://www.mellon.org>

Administered by

**The Woodrow Wilson National Fellowship Foundation**



<http://www.woodrow.org>

WOODROW WILSON NATIONAL FELLOWSHIP FOUNDATION  
CAREER ENHANCEMENT FELLOWSHIPS FOR JUNIOR FACULTY  
*2012 Instruction Sheet*

**Deadline:** All documents must be *received by* November 18, 2011.

***Special Instructions:*** *Personal Statement and Research Plan must be double-spaced and 12-pt. font. If submitting unpublished writing sample, it must be double-spaced and 12-pt. font.*

- 1) **Official application form.** Fill out the application form in black ink or typeface. It may not be reproduced on a computer. Print legibly.
- 2) **Curriculum Vitae.** See 2012 Guidelines Statement. Please provide 7 copies.
- 3) **Personal Statement** (4 pages maximum). The statement should include: how the award will allow you to enhance your academic credentials and gain tenure, brief description of the tenure process at your institution; how the award will make a difference for you and your institution; describe your teaching philosophy and academic service experiences; and demonstrate your commitment to eradicating racial disparities and promoting cross-racial understanding and support for students on your campus. Please provide 7 copies.
- 4) **Research Plan** (3 pages maximum). Provide a detailed description of both your research plan and the role of a prospective mentor during the sabbatical year. (You do not have to know who the mentor will be at time of application). Please provide 7 copies.
- 5) **Writing Sample** (20 pages maximum). Submit a published work or an unpublished draft of scholarly work completed in the past 18 months. Do not submit a dissertation chapter or partial chapter. Please provide 7 copies.
- 6) **Two letters of recommendation.** Each letter (one to two-pages in length) should evaluate your research interests, assess the quality of your scholarship and explain how the award will benefit your tenure process. The recommendation should also mention your teaching qualifications, your service commitment, and your commitment to diversity in the campus community. ***Letters of recommendation must be mailed directly to Dr. Caryl McFarlane or may be submitted with the application in a sealed, signed envelope.***

**Submit all application materials to:**

**Career Enhancement Fellowships**

**Dr. Caryl McFarlane, Director**

**Woodrow Wilson National Fellowship Foundation**

**P.O. Box 2995, Princeton, NJ 08543-2995**

*Street Address (use for courier delivery): 5 Vaughn Dr., Suite 300, Princeton, NJ 08540-6313*

**Woodrow Wilson National Fellowship Foundation**  
**CAREER ENHANCEMENT FELLOWSHIPS**  
**FOR JUNIOR FACULTY**  
*2012 Official Application Form*  
**Application Deadline: November 18, 2011**  
**PLEASE PRINT OR TYPE**

Name \_\_\_\_\_  
(Mr./Ms.) Last First Middle

Social Security No. \_\_\_\_\_

Home Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Personal Email: \_\_\_\_\_

**Department Appointment.** Check the appropriate box:

Humanities:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> American or English Literature                             | <input type="checkbox"/> Art History      | <input type="checkbox"/> Classics       |
| <input type="checkbox"/> History  | <input type="checkbox"/> Musicology       | <input type="checkbox"/> Philosophy     |
| <input type="checkbox"/> Foreign Languages and Literatures (including Area Studies) | <input type="checkbox"/> Latino/a Studies |   |
| <input type="checkbox"/> African American Studies                                   | <input type="checkbox"/> Asian Studies    | <input type="checkbox"/> Gender Studies |

Social Sciences:

- |                                       |                                     |                                    |
|---------------------------------------|-------------------------------------|------------------------------------|
| <input type="checkbox"/> Anthropology | <input type="checkbox"/> Demography | <input type="checkbox"/> Sociology |
|---------------------------------------|-------------------------------------|------------------------------------|

Physical Sciences:

- |   |                                  |   |
|---|----------------------------------|---|
| <input type="checkbox"/> Earth Sciences | <input type="checkbox"/> Ecology | <input type="checkbox"/> Geology          |
| <input type="checkbox"/> Mathematics    | <input type="checkbox"/> Physics | <input type="checkbox"/> Computer Science |

- Applicants must be in the third year of the tenure track appointment.
- The Career Enhancement Fellowship cannot be transferred to another institution.
- **Applicants must be U.S. citizens or permanent residents (include copy of green card if a permanent resident).**

Academic Title: \_\_\_\_\_  
\_\_\_\_\_

Department Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Office Phone: \_\_\_\_\_

Office Email: \_\_\_\_\_

Name of Department Chair: \_\_\_\_\_

How many years have you been teaching? \_\_\_\_\_

When will (did) you receive your tenure track reappointment? \_\_\_\_\_  
\_\_\_\_\_

Check appropriate box(es):

- |  |  |
|--|--|
| <input type="checkbox"/> African American        | <input type="checkbox"/> Asian American/Pacific Islander |
| <input type="checkbox"/> Hispanic                | <input type="checkbox"/> Native American/Native Alaskan  |
| <input type="checkbox"/> Junior Faculty (Female) | <input type="checkbox"/> Former MMUF Fellow              |
| <input type="checkbox"/> Junior Faculty (Male)   |  |

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*For additional applications, please contact:*

*Caryl McFarlane, Director  
Career Enhancement Fellowships  
Woodrow Wilson National Fellowship Foundation  
P.O. Box 2995, Princeton, NJ 08543-2995  
**careerenhance@woodrow.org***

All application materials submitted to the Woodrow Wilson National Fellowship Foundation become its sole property and will not be returned.

**CAREER ENHANCEMENT FELLOWSHIP FOR JUNIOR FACULTY**  
**2012 Guidelines for Applicant C.V.s**

When submitting a C.V., it is best to be precise in describing the state of yet-to-be published work. The term “forthcoming” may have a variety of meanings. It is most helpful, therefore, to state specifically the status of your research. Below are some useful terms for use on a C.V.:

- *In progress* (still being written, not submitted for publication yet)
- *Under review* (submitted to a journal or press)
- *Revising to resubmit* (submitted to a journal or press and returned for revision)
- *Under contract* (manuscript has been accepted by a press but may be undergoing revisions before final publication)
- *In press* (manuscript finished, submitted to a journal or press and awaiting publication)

It is also a good idea to parenthetically explain the conditions under which an article was published. It is best to state whether a text has been subject to “peer review,” is an “invited submission” or whatever term best describes its publication.

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Applicants should follow the **sample** below in preparing the Bibliography portion of the C.V.

**A. Published Work**

*Movements in Chicano Poetry: Against Myths, Against Margins,* Book  
Cambridge University Press, 1995.

“Chicano Cultural Discourse: Coyotes at the Border,” *American Literature*. 67 (Dec): 815-824, 1995. Article

**B. Unpublished Work**

No entries at this time.

**C. Work in Progress**

*Memories of an East Los Angeles....* Written with John Q. Jones Book  
(Under review).