Andrew W. Mellon Foundation Graduate Teaching Fellowship
Guidelines for the 2017-2018 Fellowship

Posted Monday, October 10th, 2016

Information session: Wednesday, October 26th, 12:00pm Administration Bldg. 206

Applications due Monday, December 12th, 2016, by 11 am

Andrew W. Mellon Graduate Teaching Fellowships (MGTF) are designed to support advanced students whose records demonstrate excellence in teaching and who are likely to complete their doctoral degrees in the fellowship year. Mellon Graduate Teaching Fellows teach at one of Emory’s partner institutions (Agnes Scott College, Clark Atlanta University, Dillard University in New Orleans, Morehouse College, and Spelman College). Ten fellows will be named for 2017-2018; eight fellows will be placed locally and two will be placed at Dillard University in New Orleans.

Fellows will teach one course per semester and participate in activities related to the Mellon Graduate Teaching Fellowship Program. The award carries a $25,000 stipend for 9 months and a $2,500 allowance for costs related to research or course preparation. The fellows placed at Dillard receive an additional $1,000 travel allowance, as well as on-campus housing. Please note that pets are strictly prohibited from housing in New Orleans.

Eligibility

A. To be considered for a MGTF, applicants must be full time students in a doctoral program, in good standing in the Laney Graduate School and their programs. Additionally, they must have:

• advanced to doctoral candidate status at the time of application;
• no more than 6 years of graduate study at the time of application;
• never held another completion fellowship during their time at Emory;
• must be able to participate in the fellowship for the whole 2017-18 school year; teaching one class in the Fall semester and one class in the Spring semester

When applicable, the MGTF replaces other graduate school stipend and scholarship funding a student may have been scheduled to receive for the fellowship year. Eligibility for other funding cannot be “banked” for use in a subsequent year. Fellows who receive offers for other awards should contact the Laney Graduate School to determine whether the two awards may be held concurrently. Fellows are expected to devote full time to their teaching and research and may not undertake other teaching or research opportunities at Emory or elsewhere. Fellows are eligible for Professional Development Support funds, subject to the usual conditions.

B. In principle, students in the following disciplines and fields of study are eligible to apply: Anthropology (cultural), Area Studies (African American Studies, Women’s Studies, Latin American Studies), Art History, Classics, Demography, Earth Science, Ecology, Economics, English, Foreign Languages, Geology, History, Literature, (Ethno-) Musicology, Philosophy, Political Theory, Psychology (social), Religion, and Sociology (humanistic). We encourage students in all of these fields to apply, even if the host institutions have specified other areas of primary need (see below).
C. Fellows are selected in part to match the stated needs of the host institutions. Specific questions about eligible fields should be directed to the MGTF Co-Directors, Prof. Benjamin Reiss (breiss@emory.edu) and Prof. Falguni Sheth (falguni.sheth@emory.edu).

Application Process

All nominations and applications, including supporting materials, will be uploaded using ADMIT.

1. Go to the admit system here: https://www.applyweb.com/emoryfel/index.ftl
2. Create an ADMIT account if you need one, but your existing one will work
3. Follow the upload prompts
4. You will need to upload nomination or application items as pdf files.

Submit the following items. (Note: The ADMIT site will contain more detailed instructions)

1. Graduate school fellowship cover sheet, posted on the Laney Graduate School website (go to Student Resources, then to Financial Information, then to Advanced Student Fellowships – it will be posted on the Blackboard site as well).
2. A curriculum vitae.
3. A cover letter outlining your teaching experience and interests; the subject of your dissertation and progress to date, including a schedule for completion; long-term career goals; and host institution and department placement preferences. Your cover letter should indicate any preferences you may have for placement at the host institutions. Please assign each institution—Agnes Scott College, Clark Atlanta University, Dillard University, Morehouse College, and Spelman College—a number from 1 to 5, with 1 being most preferred and 5 being least preferred. If you are open to being placed at any of the institutions, please assign a 1 to all of them or simply state that you are willing to be placed at any of them. Send this ranking directly to Jay Hughes at jlhughe@emory.edu
4. Your Emory transcript (a copy of an unofficial transcripts issued to the student is acceptable).
5. A teaching statement, describing teaching goals, strategies, and/or philosophy.
6. Sample syllabi, handouts, and all teaching evaluations from your most recent and, if desired, one additional previous course taught. Please include a one-page summary of (a) all quantitative evaluation data and (b) the two most prominent positive and negative themes from the qualitative data; do NOT submit all the bubble sheets or complete narratives for your class.
7. Two proposed syllabi for courses you would teach at your host institution. Your proposal should indicate that the courses are proposed in consultation with host schools and with host departments’ curricular needs in mind.
8. An outline of your dissertation and one completed chapter of your dissertation. The outline should be no more than one page long and should contain a proposed table of contents that indicates where the chapter you submit fits into the project as a whole and the status of each chapter (written, completed, approved, etc.).
9. Two faculty letters of recommendation (including one from your dissertation advisor) assessing your teaching skills, scholarly promise, and dissertation progress. Your advisor should comment on your ability to finish your dissertation during the fellowship year. The letters will be uploaded by your recommenders into the ADMIT system through email links you generate through your application. You will also be able to track if they submitted their materials.

Selection
Fellows will be selected by a committee of representatives from each of the participating schools. Professors Benjamin Reis and Falguni Sheth of Emory University serve on the committee in an advisory role. Selection
of fellows will be guided by the priorities and preferences for particular fields expressed by the five host institutions, which vary somewhat from year to year. See below for this year’s priorities/preferences, noting that they may change in advance of the selection meeting by the committee.

Information regarding host institutions

To find out more about the host institutions, you may contact either the current 2016-2017 fellows or the host institution’s liaisons. Remember that you must contact the host institution’s liaisons for the institutions you are interested in going to, in order to respond to item 7 of the application. Additionally, please note that host institutions may require criminal background checks for their faculty, including Mellon Graduate Teaching Fellows (but not applicants).

Contact information for 2016-2017 fellows:

Agnes Scott College: Sasha Klupchak; a.c.klupchak@emory.edu
Kira Jones; kkjone3@emory.edu
Clark Atlanta University: Irem Ebeturk; irem.ebeturk@emory.edu
Sarah Megan Smith; megan.smith@emory.edu
Dillard University: Joel Reynolds; joel.reynolds@emory.edu
Caroline Schwenz; cschwen@emory.edu
Morehouse College: Oliver Cowart; ocowart@emory.edu
Erika Serrato; erika.serrato@emory.edu
Spelman College: Emma Meyer; emeyer2@@emory.edu
Catherene Ngoh; catherene.ngoh@emory.edu

Contact information for host institution liaisons:

Agnes Scott College: Dr. Lilia Harvey; lharvey@agnesscott.edu (cc: dhoma@agnesscott.edu)
Clark Atlanta University: Dr. Danille K. Taylor; dtaylor3@cau.edu
Dillard University: Dr. Robert A. Collins; rcollins@Dillard.edu (cc: ccarter@dillard.edu)
Morehouse College: Dr. Mel Foster; mel.foster@morehouse.edu
Spelman College: Dr. Dolores Brennan-Bradley; dbradley@spelman.edu

The chairs of departments with priority needs might have more specific information about teaching needs. Nonetheless, the liaisons listed above should be your first point of contact, because they will be involved in the selection process.
Priority needs and preferences of host institutions

Dillard University: Philosophy, English, Film Studies

Agnes Scott: French, Spanish, Human Rights (any discipline), Anthropology, Women’s Studies, History (especially South Asian, European, Latin American, or African)

Spelman College: History (European and/or African Diaspora), Middle East Studies, Comparative Women’s Studies (especially with emphasis on gender and/or film studies), Philosophy, Religious Studies (especially with an emphasis on Islam)

Clark Atlanta University: African American Studies, Philosophy (especially Ethics), English

Morehouse College: History (US and/or African American), Psychology, English, Spanish, French

Award Notifications

Applicants will be notified of award decisions by February 28th, 2017.

Questions

Contact Dean Cathryn Johnson at cjohns@emory.edu; Professor Benjamin Reiss, English, breiss@emory.edu (p. 2-4263) or Professor Falguni Sheth, Women’s, Gender, and Sexuality Studies, falguni.sheth@emory.edu (p. 7-4791).