Announcement and Application

The Mellon Library/Faculty Fellowship on Undergraduate Research

Enhance your students' learning and engagement in your class. Spend three weeks participating in the Mellon Summer Institute (2 – 18 June 2004) exchanging teaching ideas with colleagues from across the Berkeley campus. Redesign your syllabus with the help of experts and have it done by the middle of June. Then you can relax, knowing that you're ready for the fall.

If you teach a large-enrollment lower-division class and would like to include a stimulating, substantive research component in the course, you should consider applying for a Mellon Library/Faculty Fellowship on Undergraduate Research. Working with campus librarians, other faculty, and experts from around campus, Fellows will develop and integrate into their syllabi undergraduate research assignments that use The Library's print and digital resources to engage in the process of scholarly discovery.

In 2004-2005, redesigned projects will focus on large-enrollment, lower-division courses, especially those with the potential to reach the largest numbers of students and to have the greatest curricular impact campus-wide. Special encouragement and support will be provided to those large enrollment courses that currently or could potentially fulfill the American Cultures requirement (for information about the American Cultures requirement (see: http://learning.berkeley.edu/ac/)

The Mellon Library/Faculty Fellowship on Undergraduate Research, funded by a grant from the Andrew W. Mellon Foundation, is designed to help UC Berkeley faculty explore creative and effective ways to partner with the University Library and other academic support units, such as the Office of Educational Development, the GSI Teaching and Resource Center, etc., to bring research into the classroom through the redesign of large enrollment/high impact undergraduate courses.

Funding

The program will fund up to fifteen Mellon Library/Faculty Fellows for Undergraduate Research, selected competitively from the applicant pool. The funding package includes the following components:

- Participating faculty members will each receive $2,000 in research funds that may be used for professional travel, conference registration, books, equipment, expendable supplies, software, and general assistance on an hourly basis. The $2,000 may not be taken as salary.
- Up to $1,000 for educational technology will be provided.
• The Library will make available up to $2,000 in additional funds per participant for the purchase or digitization of library materials.

• Sponsoring departments will receive grants of up to $12,500, depending on needed support, the number of participating Fellows, and the extent to which the proposal meets key criteria outlined below. Departments are strongly encouraged to submit applications for funding for two or more instructors who typically rotate teaching responsibilities for a single course and who plan to share and/or to coordinate syllabi. Department funding is to be used in support of the course and the instructors who teach it and may be used for professional travel, conference registration, books, equipment, expendable supplies, software, and general assistance on an hourly basis.

Other Support

Fellows will also receive individualized consultation services provided by academic support experts in the areas of information literacy, pedagogy, teaching American Cultures courses, integrating writing or educational technology, course evaluation, assessment of student learning, collaboration with GSIs, library resources, and other aspects of course implementation.

Commitment

Fellows are expected to participate in a three-week Summer Institute, to be held on campus 2 – 18 June 2004, which will meet Monday, Wednesday and Friday from 8:30 am – 3pm, including lunch, for a total of eight sessions. Some independent work outside of the Institute's daily sessions will be required. The Institute will cover topics such as: What constitutes a good syllabus? How can we develop effective undergraduate research-based assignments? How can library resources be fully integrated into the course curriculum? What are some ways to evaluate whether students are learning what we are teaching? What are some options for using technology to improve student learning?

By the completion of the Institute, each Fellow will have developed a syllabus, course-related student research assignment(s), and an implementation plan. If the course could fulfill the American Cultures requirement, participants will receive assistance in getting their syllabus approved by the Academic Senate’s American Cultures subcommittee.

During the following academic year, Fellows will work closely with instructional support units to implement their courses and to evaluate the impact of curricular redesign on student learning. After attending the Institute, Fellows will participate in follow-up events and forums to share their experiences and the results of their efforts.

Sponsoring departments are expected to make a long-term commitment to institutionalize the redesigned courses and to offer them on a regular basis.
Eligibility Criteria

The Mellon Library/Faculty Fellowship on Undergraduate Research seeks participants who…

- are tenure-track professors, adjunct faculty or lecturers who will be teaching their Mellon-sponsored course in Fall 2004 or Spring 2005
- have experience or interest in mentoring undergraduates in scholarly research and discovery
- are interested in revising their course(s) to fulfill the American Cultures requirement, include greater faculty/student collaboration in the classroom, and offer greater opportunities for student engagement in research projects that use The Library's print and/or digital collections
- are willing to fulfill the obligations of the Mellon Institute grant, which include
  - completing and submitting a newly designed or revised course syllabus and undergraduate research assignment(s) based on the Institute experience
  - evaluating the quality and effectiveness of their Fellowship experience & the impact their participation has had on student learning outcomes related to undergraduate research
  - regularly attending post-Institute discussions organized for the Fellows
  - contributing to web sites, the Mellon listserv & public forums by sharing their experiences and the results of their Fellowship projects

Types of Courses or Proposals Funded

The Fellowship invites proposals for the redesign of existing courses, or the creation of new courses, to incorporate a significant research-based component utilizing The Library’s print or digital collections. The following types of courses and proposals will be considered in this round of funding.

Course(s) which are:

- large-enrollment, lower-division courses
- service courses for the campus (e.g. American Cultures courses, Gateway courses)
- required or core courses for a major
- courses that are rotated among two or more instructors within a department who intend to share and/or coordinate syllabi

Proposals which:

- have the potential to contribute to further curriculum development or redesign at the departmental or interdepartmental level
• develop or revise two or more courses in a single department or across departments that promote the sequential development of undergraduate research competencies and improve coherence in the curriculum.
• propose changes to the curriculum which are sustainable
• demonstrate strong support of the sponsoring department or departments

Proposals for courses falling into more than one of the above categories will be advantaged in the selection process and will receive proportionally more support.

Application Requirements

Applications should consist of a completed Cover Sheet (attachment A) and include the following as e-mail attachments:

• a narrative in electronic format not to exceed two single-spaced pages that addresses the following:
  • Description of the course(s) proposed for development or redesign, including:
    • Course Number
    • Course Title
    • Semester | Year the course will be taught
    • Course Level (e.g. lower division, upper division)
    • Expected Enrollment
    • Narrative description of the course (one paragraph)
    • the current and/or envisioned research-based component
    • a rationale for the importance of this particular course
    • a statement about why the applicant is interested in participating in the Institute, including evidence of commitment to undergraduate education and undergraduate research
  • a course syllabus/syllabi in electronic format, if the proposal concerns an existing course(s)
  • a letter of nomination in electronic format from the Department Chair or Dean which describes the contribution the course(s) will make to the undergraduate curriculum and the proposed amount and use of the departmental academic enrichment funds.
  • the Applicant/Department Chair Statement of Agreement (attachment B) to be printed and submitted in paper format.
Submission Instructions

Completed applications, except for the Applicant/Department Chair Statement of Agreement (attachment B) must be submitted by e-mail no later than February 27, 2004 (unless special arrangements have been made in advance) to:

Pat Davitt Maughan  
Project Manager  
Mellon Faculty Institute on Undergraduate Research  
pmaughan@library.berkeley.edu

The Applicant/Department Chair Statement of Agreement (attachment B) should be printed, signed and returned via campus mail no later than February 27, 2004 to:

Pat Davitt Maughan  
Project Manager  
Mellon Faculty Institute on Undergraduate Research  
302 Moffitt Library  
CAMPUS 6000

Awards and Schedule

Application Deadline: February 27, 2004  
Awards Announced: March 25, 2004  
Mellon Institute Dates: June 2-18, 2004

• If funds are available, a second round of applications will be considered for courses reassigned by department chairs after February 27th.

For Additional Information or Application Assistance, contact

Pat Davitt Maughan  
Project Manager  
Mellon Library/Faculty Fellowship on Undergraduate Research  
302 Moffitt Library  
Berkeley, CA 94720-1500  
e-mail: pmaughan@library.berkeley.edu  
telephone: 510-643-8666
Attachment A – Mellon Library/Faculty Fellowship on Undergraduate Research

Cover Sheet

To be submitted via e-mail by February 27, 2004 to:

Pat Davitt Maughan
Project Manager
Mellon Library/Faculty Fellowship on Undergraduate Research
pmaughan@library.berkeley.edu

Applicant Information

Name of Applicant:
Title:
Department:
Campus Mailing Address:
E-mail:
Telephone number:

Course Information

Department Course Number(s):
Title of Proposed Course(s):
Course URL (if applicable):

Semester in which the Mellon-sponsored course will be offered (check one)

_____ Fall 2004    _____ Spring 2005

Anticipated Enrollment:
Name of Department Chair:
Indication of American Cultures designation:

_____ Yes       _____ No
Attachment B – Applicant/Department Chair Statement of Agreement

Print, sign and submit via campus mail by February 27, 2004 to:

Pat Davitt Maughan
Project Manager
Mellon Library/Faculty Fellowship on Undergraduate Research
302 Moffitt Library
CAMPUS 6000

As a Mellon Library/Faculty Fellow for Undergraduate Research, I confirm that I will:

• be available to attend the entire three-week Institute on 2-18 June 2004
• teach a course in Fall 2004 or Spring 2005 that is developed or redesigned as a result of this Institute
• participate in evaluation of both the Institute and my subsequent classroom experience
• complete and submit a new or revised syllabus and research assignment(s) for my course based on the work of the Institute
• regularly attend post-Institute discussions organized for the Fellows
• share my experiences with colleagues through web-based and public forums

Signature of Applicant

__________________________________________ Date _________________________

As the Chair in the sponsoring department, I confirm that the course proposed above will be offered in

____ Fall 2004 or ____ Spring 2005

Signature of Department Chair

__________________________________________ Date _________________________