MMUF Fellow's Checklist

SEPTEMBER

✓ Visit MMUF Events Calendar and note all events requiring my attendance/participation in my personal date book
✓ Schedule 9 monthly meetings (September-May) with my MMUF faculty mentor
✓ Review microteaching video and research goals with faculty mentor
✓ Schedule a semester meeting with Coordinator (Dr. Stewart)
✓ Schedule a semester meeting with Graduate Mellon Mentor
✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality

OCTOBER

✓ Continue ongoing work on research project with faculty mentor guidance
✓ Encourage potential MMUF fellows to attend Information Session
✓ Prepare adequately (with faculty mentor support) for my SERC presentation
✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality

NOVEMBER

✓ Attend/Present at MMUF SERC Meeting
✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality

DECEMBER

✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality
✓ Review my scholarly papers to see if I want to rework one of them for submission to the MMUF Journal

JANUARY

✓ Attend Spring Semester Dinner
✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality
✓ Schedule a semester meeting with Coordinator (Dr. Stewart)
✓ Schedule a semester meeting with Graduate Mellon Mentor
✓ Read the MMUF Journal’s call for papers and begin preparing submission (optional)

FEBRUARY

✓ Encourage potential MMUF fellows to attend Information Session
✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality
MARCH

✓ Prepare my Junior Summer Research Proposal and Budget
✓ Present my Junior Summer Research Proposal and Budget to my faculty mentor for review and endorsement
✓ Submit my Junior Summer Research Proposal and Budget with my faculty mentor’s note of approval to MMUF Coordinator (Dr. Stewart)
✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality

APRIL

✓ Present at Mellon Research Conference
✓ Attend MMUF Commencement Banquet
✓ Attend Mellon Seminar Meetings
✓ Uphold professional standards of academic citizenship and collegiality

MAY

✓ Update Annual MMUF Profile at the national Mellon Mays Undergraduate Fellowship Program website
✓ Pursue active research agenda related to MMUF research project
✓ Submit 35-page MMUF Research Paper (senior fellows)
✓ Uphold professional standards of academic citizenship and collegiality

JUNE

✓ Attend MMUF UNCF Summer Institute (entering fellows)
✓ Pursue active research agenda related to MMUF research project
✓ Uphold professional standards of academic citizenship and collegiality

JULY

✓ Pursue active research agenda related to MMUF research project
✓ Apply for South Africa January Program (optional)
✓ Uphold professional Standards of academic citizenship and collegiality

AUGUST

✓ Pursue active research agenda related to MMUF research project
✓ Uphold professional standards of academic citizenship and collegiality

Benefits:

• Receive stipend of $3600 per academic year ($1800 per semester) for conducting and producing research project.
• Rising seniors receive up to $3900 of summer funding toward research project development.
• Receive up to $600 toward GRE prep.
• Receive ongoing mentoring, research support, and professional guidance from faculty members, coordinators, and graduate students.
• Receive up to $600 per year to support scholarly conference attendance with MMUF mentor.
• Receive up to $400 of supplementary funds for senior year research.
• Additional support for scholarly research/activities may be granted at the discretion of the MMUF coordinator.