

*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.