Information Session for Potential Fondren Fellows Mentors

Led by

Lisa Spiro
Program Director
Alec Brown
Program Coordinator
Program Goals
What are we trying to accomplish?

➔ Promote undergraduate and graduate student involvement in inquiry-based projects connected to library collections, spaces, services or skills

➔ Create mentoring opportunities for staff and faculty

➔ Deepen students’ appreciation for libraries

➔ Provide support for library-related projects
What are the benefits of the Fondren Fellows?

★ Benefits for Fellows
- Develop skills for graduate school or future careers
- Possibility for co-publishing
- Gain experience with collaborative projects
- Good pay ($18/hr)

★ Benefits for Mentors
- Honorarium for min. 20 hrs ($1000)
- Project funding (up to $6000)
- Support for project development via student work
- Mentoring opportunities
Proposals are created by Faculty/Staff and must include:

- Budget proposal (max $6000)
  - Note: Student Pay is separate from project budgets
- Number of Fellows and their roles
- Skills required for student applicants
- Project timeline (meant to be completed by May 2025), with 200 max hours per student

Steering Committee meets and selects proposals to sponsor for 2024–2025 and Faculty/staff gain Mentor status
  - Note: acceptance may be conditioned on budget, or other project changes
Program Application Process
How a proposal becomes a project and gains Fellows?

➔ If accepted, project opportunities are then published online via 12twenty and opened to student applications
   ◆ Students self-select and apply for specific projects based on interests and necessary skills as specified in proposals

➔ Applications are provided to Mentors who select which candidates to interview and then to hire
Projects should be *inquiry-based*

- Projects should have the potential to create compelling research outcomes
  - Fellows should have a role in shaping the project beyond the traditional responsibilities of a research assistant

Projects should involve the library as a focus or partner, such as organizing and describing a collection, developing a digital scholarship or publishing project, exploring open knowledge, etc.

- **Library liaisons** will provide this contact point for advice, resource access, and guidance
Requested budget items **must** be in scope for Fellows funding

- Multiple payment methods available
  - Preferably P-Cards or iO disbursement
  - No Prepaid cards, Amazon cards, etc.
- Ex. Faculty/staff salary cannot be a line item
- Conventions, travel, events, etc. allowed
- Miscellaneous spending requiring not allowed
- Separate fund for Fellows’ conference travel
Examples of FF projects
What makes a successful project proposal?

➔ Creating an interactive StoryMap about Black middle- and upper-class life in Houston using data from the “Red Book of Houston” (1915) (Guthrie, Yarbrough, et al)

➔ Collecting and analyzing data on the intra-American slave trade into Texas ports

➔ Creating an exhibit and illustrated study guide for the Comic Art Teaching and Study Workshop
Program Selection Timeline
When should you expect to hear back?

★ July 19th, 2024 – Proposals due by NOON
★ Early August – Applicant notification
★ August 12, 2024 – Post project list online
★ Early September 2024 – Info Session for Students
★ September 5ish, 2024 – Deadline for student applications
★ Mid- September – Projects begin
The Application

How do you apply?

★ The link to the submission form will be emailed to all attendees after the information session.

★ Any questions about submitting proposals can be directed to fondrenfellows@rice.edu

★ Project Proposals Submission Form

★ Fondren Fellows Website
Program Expectations

What do we expect of mentors?

➔ Participate in a brief orientation to the program

➔ Evaluate applications, including attending interviews

➔ Mentor the fellow(s) by overseeing the development of a project plan, monitoring their progress, and providing guidance throughout the project

➔ Provide feedback on the fellow’s work on a regular basis
Program Expectations
What do we expect of mentors?

→ Coordinate with the Fondren Fellows Steering Committee

→ Write a brief report at the conclusion of the fellowship

→ Be willing to set aside *at least one hour* a week to guide fellows

→ Provide feedback on the program via regular check-ins

→ Acknowledge the Fondren Fellows program in project-related outputs, such as papers, presentations, and websites
Tips for Being an Effective Mentor

- Collaborate to set realistic goals—defined scope/timeline
- Schedule regular check-ins
- Update project documentation regularly and keep in a central location
- Break up the project into meaningful chunks and require regular deliverables
Q&A Period
Thanks for attending!

We look forward to reviewing your proposals!