

### Clare Boothe Luce Graduate Fellowships

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The Clare Boothe Luce Program, of the Henry Luce Foundation, was established “to encourage women to enter, study, graduate, and teach in science, mathematics and engineering.” To that end, the University of Virginia was awarded, by the Henry Luce Foundation, funding for two, two-year doctoral fellowships. The University, in partnership with the home department/school, will augment funding to create two, four-year doctoral fellowships.

Clare Boothe Luce Graduate Fellows will receive the following, on an annual basis, for the duration of the four-year fellowship:

1. \$30,000 stipend
2. Tuition & fees
3. Health insurance subsidy
4. Travel reimbursement, for professional/higher education conferences, of \$1,500
5. “Complementary mentoring” fund of \$250

See the “Funding Agreement” section for information on University and departmental/school commitments.

**NOTE:** The nomination process will occur in two rounds. In the first round, eligible departments/programs may nominate *applicants* to eligible U.Va. doctoral programs. Should the selected applicant(s) not accept the University’s offer of admission, a second round will be held in which eligible departments/programs may nominate *enrolled doctoral students*. This structure reflects the desire of the Clare Boothe Luce Program that fellowships be targeted primarily to applicants, rather than enrolled students.

#### **First Round of Nominations**

**Criteria:** Nominees must be female applicants to a science and engineering-related doctoral program at U.Va.<sup>1</sup> Preference will be given to individuals with an intention to enter the professoriate. Moreover, preference will be given to applicants from the following fields, where full-time female enrollment

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<sup>1</sup> As stipulated by the Clare Boothe Luce Program, applicants from programs in the biological sciences are not eligible.

and/or degree conferral was less than 20 percent, at the national level, in 2006: (1) astronomy, (2) electrical engineering, (3) mechanical and aerospace engineering, and (4) physics. Nominees also must be U.S. citizens.

**Application Materials:** (1) standard U.Va. application – in its entirety – including transcripts, GRE scores, statement of purpose, letters of recommendation, and CV/resume (if available); (2) a departmental nomination letter indicating why the nominee is best suited to graduate study at U.Va. (i.e. what synergies exist between the students' research interests and the expertise of departmental faculty); (3) a departmental mentoring plan.<sup>2</sup> *Eligible departments may nominate one admitted applicant.*

**Deadlines:** Application materials are due to VPR by February 4, 2010. We anticipate announcing recipients by February 12, 2010.

### **Second Round of Nominations** *[if necessary]*

Should those applicants selected to receive a Clare Boothe Graduate Fellowship not accept the University's offer of admission, nominations of enrolled students will be accepted. Eligible departments/programs will be notified by April 16, at the latest, should a second round of nominations be held.

**Criteria:** Nominees must be doctoral students enrolled in a science and engineering-related doctoral program at U.Va.<sup>1</sup> Preference will be given to individuals with an intention to enter the professoriate. Moreover, preference will be given to doctoral students from the following fields, where full-time female enrollment and/or degree conferral was less than 20 percent, at the national level, in 2006: (1) astronomy, (2) electrical engineering, (3) mechanical and aerospace engineering, and (4) physics. Nominees also must be U.S. citizens.

**Application Materials:** (1) standard U.Va. application – in its entirety – including transcripts, GRE scores, statement of purpose, letters of recommendation (2) CV/resume, (3) a departmental nomination letter indicating how the fellowship would facilitate a successful career in the professoriate, and (4) a departmental mentoring plan.<sup>2</sup> *Eligible departments may nominate one admitted applicant.*

**Deadlines:** Application materials are due to VPR by April 30, 2010. We anticipate announcing recipients by May 8, 2010.

### **Funding Agreement**

In years one and two, the entirety of the fellowship will be provided by the Clare Boothe Luce Program. Clare Boothe Luce Graduate Fellows will not be expected to serve as a graduate research assistant (GRA) or graduate teaching assistant (GTA) during the first two years of the fellowship.

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<sup>2</sup> The departmental mentoring plan, no more than one page, should provide a description of current advising/mentoring efforts (e.g. selection of research advisor, etc.) and any additional efforts envisioned for a Clare Boothe Luce Graduate Fellow.

In years three and four, the fellowship components will be supported as follows. Departments will be required to sign a “statement of commitment” indicating agreement with these conditions.

*Stipend:* Clare Boothe Luce Graduate Fellows will receive the customary departmental stipend as part of a GRA or GTA. The Office of the Vice President for Research (VPR) and the home department/school will provide a supplementary fellowship to maintain the \$30,000 stipend level. [VPR and the home department/school will split the cost of the supplementary fellowship.]

*Tuition & Fees:* Clare Boothe Luce Graduate Fellows will receive tuition remission/differential as part of a GRA/GTA assignment.

*Health Insurance:* Clare Boothe Luce Graduate Fellows will receive a health insurance subsidy as part of a GRA/GTA assignment.

*Travel Support:* Clare Boothe Luce Graduate Fellows will receive \$1,500 per year in travel support from the Office of the Vice President for Research (VPR).

*Complementary Mentoring Fund:* Clare Boothe Luce Graduate Fellows will receive a \$250 per year complementary mentoring fund supported by the Office of the Vice President for Research (VPR). This fund may be used to invite “informal mentors” to meals, events, or social opportunities.

**Additional Benefits:** In addition to the fellowship components described above, Clare Boothe Luce Graduate Fellows will have access to the following:

*Career & Professional Development:*

During their first semester, the director of postdoctoral and graduate student professional development programs, in the Office of the Vice President for Research, will work with each Clare Boothe Luce Graduate Fellow to develop a comprehensive career plan. The director will establish goals and set milestones, with each fellow, to ensure their career planning and professional development needs are met.

*Teaching Skills:*

As potential future faculty members, the development of teaching skills is an important component of graduate education. The University of Virginia, through the Teaching Resource Center (TRC) offers *Tomorrow’s Professor Today*.<sup>3</sup> This program, co-sponsored by VPR, the Graduate School of Arts and Sciences (GSAS), and the School of Engineering and Applied Science (SEAS), is “designed to facilitate the transition from student to academic professional [and] focuses on improving preparedness in three key areas—teaching, professional development, and adjustment to a university career.” Should Clare Boothe Luce Graduate Fellows choose to apply to this program, VPR will write a strong nomination letter for each Clare Boothe Luce Graduate Fellow.

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<sup>3</sup> See <http://trc.virginia.edu/Programs/TPT>.

**Nomination Packet Checklist**  
*First Round of Nominations*

- Standard U.Va. application (**in its entirety**), including
  - Transcript(s)
  - GRE scores
  - Statement of Purpose
  - Letters of recommendation
  - CV/resume (if available)
  
- Departmental nomination letter indicating why the nominee is best suited to graduate study at U.Va. (i.e. what synergies exist between the students' research interests and the expertise of departmental faculty);
  
- Departmental mentoring plan

Electronic submission of application materials is encouraged. Please e-mail to [gradstudies@virginia.edu](mailto:gradstudies@virginia.edu). Paper materials may be delivered to Thornton Hall A123 or sent by messenger mail to P.O. Box 400882.

David A. Wolcott  
Assistant Vice President for Graduate Studies  
Office of the Vice President for Research  
P.O. Box 400882

**Applications are due by Thursday, February 4, 2010**

**Nomination Packet Checklist**  
*Second Round of Nominations*

- Standard U.Va. application (**in its entirety**), including
  - Transcript(s)
  - GRE scores
  - Statement of Purpose
  - Letters of recommendation
  
- CV/resume
  
- Departmental nomination letter indicating how the fellowship would facilitate a successful career in the professoriate.
  
- Departmental mentoring plan

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