

Building Foundations, Building Partnerships:  
Paving Avenues for Success

NAFA Celebrates 10 Years



*The NAFA 5th Biennial Conference*

Thursday, July 16, 2009 - Saturday, July 18, 2009  
Seattle Washington  
Grand Hyatt Hotel Seattle



**Vision Statement\*:**

The National Association of Fellowships Advisors (NAFA) envisions the highest quality fellowship advising for every applicant.

**Mission Statement\*:**

The mission of the National Association of Fellowships Advisors (NAFA) is to guide advisors in promoting the full potential of fellowship candidates through the application process, and to foster the continued growth and professionalization of fellowship advising in higher education.

*\*Draft*



## The 5th Biennial NAFA Conference

*Building Foundations, Building Partnerships:*

*Paving Avenues for Success*

July 16—18, 2009

Grand Hyatt Seattle

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*Dear NAFA Colleagues,*

*Thank you for taking part in NAFA's fifth biennial conference, "Building Foundations, Building Partnerships: Paving Avenues for Success." Our meeting explores the partnerships and other "building blocks" essential to a successful advising effort. In this context of relationship building, NAFA warmly welcomes the representatives of international universities and scholarship programs who have joined us in Seattle. Over the next four days, they will take part in a series of programs designed to enhance our understanding of higher education outside of the United States. A second networking fair offers us the chance to meet representatives of organizations that promote experiential education, volunteerism, and service, both internationally and domestically. We also are joined by representatives of scholarship programs and non-profit organizations that promote diversity in higher education.*

*Workshops and panel presentations by NAFA university representatives address techniques for forging partnerships more locally, on our own campuses. Creating allies, linking scholarships to undergraduate research initiatives, and reaching out to students are a few of the themes to be addressed. An underlying goal of all of this programming is to explore fellowships within the larger context of student development. The conference organizers and I hope that you will leave the meeting with an expanded understanding of the opportunities that exist for your students. We also hope to spark fresh insights into strategies for building support for your office across campus and for making your work even more central to your institution's overall efforts to foster student growth.*

*"Foundations" is an appropriate theme for a meeting that celebrates NAFA's tenth anniversary. The collective knowledge accumulated in our first decade of existence contributed to a series of rich discussions between 2007 and 2009, which has resulted in our first code of ethics, mission statement, and strategic plan. These documents are included in your conference program and you can vote on them during the week.*

*The creativity and hard work of numerous colleagues have made this year's biennial conference. Particular thanks are due to Jane Morris, Mona Pitre-Collins, and John Richardson, our lead conference organizers; to Suzanne McCray and Beth Powers, co-chairs of our Ethics Committee; and to our Board, which drafted the strategic plan. We are indebted to scholarship program representatives for providing significant, ongoing support, and look forward to recognizing their specific contributions during the conference.*

*Meanwhile, on behalf of the Board and our conference organizing committee, I would like to welcome you to Seattle!*

*Sincerely,*

*Paula Warrick  
NAFA President, 2007-2009*



*The National Association of Fellowships Advisors*

## Founding Board of Directors

Bill Beesting	Florida International University
Mary Borg	University of North Florida
Ann Brown	Ohio University
Tamara Cissna	University of Tulsa
Lori Colliander	University of Washington
Jane Curlin	Willamette University
James Duban	University of North Texas
Scott Furtwengler	Southern Illinois University
Edwin Goff	Villanova University
Bob Graalman	Oklahoma State University
Anthony Lisska	Denison College
Norah Martin	University of Portland
Suzanne McCray	University of Arkansas
Beth Powers	University of Illinois-Chicago
John Richardson	University of Louisville
Lia Rushton	University of Alabama-Birmingham
Mary Tolar	Truman Foundation
Elizabeth Vardaman	Baylor University
Sylvia Whitman	Rollins College
Michael Young	Arizona State University



## Executive Board of Directors

The NAFA's current executive board of directors consists of the following individuals

	Term Ends		
Paula Warrick	2009	President	American University
Jane Morris	2009	Vice President	Villanova University
John Richardson	2009	Treasurer	University of Louisville
Mona Pitre-Collins	2009	Secretary	University of Washington
Linna Place	2009	Board Member	U. MO. - Kansas City
Doug Cutchins	2009	Board Member	Grinnell College
Beth Fiori	2009	Board Member	Cornell University
Paula Goldsmid	2009	Board Member	Pomona College
Ruth Ost	2009	Board Member	Temple University
Alex Trayford	2009	Board Member	Wheaton College
John Bader	2011	Board Member	Johns Hopkins University
Joanne Brzinski	2011	Board Member	Emory University
Amy Eckhardt	2011	Board Member	University of Pittsburg
Scott Henderson	2011	Board Member	Furman University
Maggie Tongue	2011	Board Member	Union College
Elizabeth Veatch		Ad hoc Member	Foundation Representative
Tara Yglesias		Ad hoc Member	Foundation Representative

**Anne Udall, PhD**  
Dinner Keynote Speaker  
Thursday, July 16, 2009



Dr. Anne Udall earned B.A. and Masters Degrees in Education from the University of New Mexico and a Ph.D in Education from the University of Arizona in 1987.

Prior to becoming the Executive Director for the Lee Institute, Dr. Udall led a successful career in public education for over 20 years. She was a teacher and staff developer in the Tucson Unified School District in Tucson Arizona for 11 years. She then arrived in Charlotte in 1993 to serve as Director of the Gifted Program in Charlotte-Mecklenburg Schools (CMS) and served as the Assistant Superintendent of Curriculum and Instruction

from 1997-2001. She has worked with numerous teachers and principals in a variety of efforts and wrote a how-to book for teachers entitled Teaching the Thoughtful Classroom.

Dr. Udall is currently the Vice-Chair of the Udall Foundation, a federal foundation dedicated to leadership development and conflict resolution in a number of key policy areas. She is also the Chair of the national Parkinson's Action Network board, which is dedicated to finding a cure for Parkinson's Disease. Past community work has included board membership on the Catawba Land Conservancy, Discovery Place, ArtsTeach, Parkinson's Association of the Carolinas and Charlotte Outward Bound Board.

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"Giving back means: We have more than we need or can use; We are only custodians, not owners, of all the blessings we experience. We have a responsibility for others – we are our brother's keeper, or in the 21st century lingo, our sister's keeper. To quote Marion Wright Edelman: *Service is the rent we pay to be living. It is the very purpose of life and not something you do in your spare time.*"

Ann Udall. "The World With Us." Charlotte Viewpoint (March 2008)

<http://www.charlotteviewpoint.org/default.aspx?viewpoint=93&objId=324>

**William Gates, Sr.**  
Dinner Keynote Speaker  
Saturday, July 18, 2009

Mr. William Gates Sr. brings a distinguished career in law and many years of public service to his role as Co-Chair of the Bill & Melinda Gates Foundation and as a Trustee for the Gates Cambridge Trust.

Mr. Gates earned his bachelor's and law degrees from the University of Washington, following three years of U.S. Army service in World War II. He became a partner in the law firm of Shidler McBroom Gates & Lucas in 1964, guiding it through growth and mergers that would eventually establish Preston Gates & Ellis, one of Seattle's leading law firms.



A successful and prominent attorney, Mr. Gates has served as president of both the Seattle/King County Bar Association and the Washington State Bar Association. His many other leadership positions include past chairmanship of the Washington Courts 2000 Committee and the American Bar Association House of Delegates. His awards and honors include the 1992 American Judicature Society Herbert Harley Award and being named the 1991 University of Washington Law School Distinguished Alumnus. He is also a recipient of the American Lawyer Lifetime Achievement Award in 2005.

Mr. Gates has served as trustee, officer and volunteer for more than two dozen Northwest organizations, including the Greater Seattle Chamber of Commerce and King County United Way. In 1995, he founded the Technology Alliance, a cooperative regional effort to expand technology-based employment in Washington. He also has been a strong advocate for education for many years, chairing the Seattle Public School Levy Campaign in 1971 and serving as a member of the University of Washington's Board of Regents since 1997. Mr. Gates also serves as a member of the board of directors of Costco Wholesale Corporation.

Mr. Gates is also a founder of the Initiative for Global Development, a group comprised of local civic and business leaders which is urging the U.S. Government to increase the level of foreign assistance spending to combat global poverty.

"There is one lesson I've learned over the years as a father, lawyer, activist, and citizen which stands above all the others that I hope to convey..... It is simply this: We are all in this life together and we need each other."

Bill Gates Sr. and Mary Ann Mackin. [Showing Up for Life: Thoughts on the Gifts of A Lifetime](#). Random House, Inc, New York, 2009.



## The 5th Biennial NAFA Conference

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### Program Schedule

#### Wednesday, July 15, 2009

11:00 AM - 8:00 PM      Registration  
Alcove Leonesa Lobby

#### 1:00 PM - 8:30 PM      Pre-Conference Workshops

1:00 PM - 3:30 PM      Pre-Conference Workshop for New Advisors  
Princessa Ballroom

3:30 PM - 4:00 PM      Beverage Break

4:00 PM - 6:00 PM      Professional Development  
Princessa Ballroom

6:00 PM - 7:30 PM      Dinner On Your Own

7:30 PM - 8:30 PM      Fulbright Fellowship Grant  
Walter Jackson, Program Manager  
U.S. Fulbright Fellowship, Institute for International Education  
  
Princessa Ballroom

#### Thursday, July 16, 2009

8:00 AM - 6:00 PM      Registration & Information Center  
Alcove Leonesa Lobby

7:15 AM - 8:30 AM      Breakfast -- Princessa Ballroom

8:30 AM - 9:10 AM      Welcome & Announcements -- Leonesa Ballroom

Welcome, Overview of NAFA Conference Explanation and NAFA Board  
Activities

Paula Warrick, NAFA President, American University  
Jane Morris, NAFA Vice President, Villanova University

Ethics Code and Strategic Plan Process Review  
Suzanne McCray, NAFA Member & Former President, University of Arkansas

**9:15 AM - 11:50 AM Plenary -- Leonesa Ballroom**

9:15 AM - 9:50 AM Marshall Foundation Updates -- University Partnership Programs through the Marshall Commission

Mary Denyer, Assistant Secretary and Head of Scholarship Administration, Marshall Aid Commemoration Commission (MACC)

10:00 AM - 10:25 AM Coffee Break -- Princessa Lobby

10:30 AM - 11:50 AM Higher Education Programs in the Sciences: the Environmental Protection Agency Marshall Scholarship Program, the National Institutes of Health Oxford Cambridge Scholarships and the National Science Foundation Graduate Research Fellowship, *a panel discussion*

Dr. Maggie Breville, National Center For Environmental Research, U.S. Environmental Protection Agency  
Dr. Bridget Lampert, National Institute of Allergy & Infectious Disease National Institutes of Health  
Dr. Tim Turner, NSF GRFP Program Director, National Science Foundation

**12:00 PM - 1:55 PM Lunch -- Princessa Ballroom**

12:00 PM - 1:25 PM Tribute to Gordon Johnson  
Provost, Gates Cambridge Trust  
President, Wolfson College and Deputy Vice-Chancellor for the University of Cambridge

**2:00 PM - 4:50PM Concurrent Sessions**

2:00 PM - 2:50 PM Brother Can You Spare the Time: How to Survive in the Scholarship World Without a Scholarship Office   
Presenters: Katharine Kerrane and Susan Serra, University of Delaware  
**Washington Room, 7th Floor**

Growing a Successful Scholarship Office   
Presenters: Anthony Cashman, College of the Holy Cross; Jill Deans, University of Connecticut; Beth Powers, University of Illinois-Chicago; Barbara Wise, Duke University  
**Leonesa Ballroom Room**

Seeing is Advising: Using High & Low-End Video Conferencing to Aid Distance Scholarship Advising   
Presenter: Stephen Wright, Syracuse University  
**Eliza Anderson Amphitheater**

University Structures for Fellowship Advising   
Presenters: Maria Di Stefano, Truman State University; Christopher Herrick, Muhlenberg College; Roberta Jordan, University of Notre Dame; Kyle Mox, Texas A&M University  
**Portland Room, Ballroom Level**

Working With Faculty   
Presenters: Luke Green, Seattle University; Monique Bourque, Willamette ; Sharon Chambers-Gordon, University of Puget Sound University  
**Discovery Room, Ballroom Level**

2:00 PM - 2:50 PM	Working with Minority Applicants Presenter: Dr. Terry Nance, Villanova University	<input type="checkbox"/>
	<b>Blewett Suite, 7thFloor</b>	
3:00 PM - 3:50 PM	Building Bridges to Faculty Mentors: Findings of NAFA Work-Group on Faculty Recognition Presenters: Monique Bourque, Willamette University; Beth Fiori, Cornell University; Roberta Jordon, University of Notre Dame; Deirdre Moloney, George Mason University; Karna Walter, University of Arizona; Paula Warrick, American University.	<input type="checkbox"/>
	<b>Blewett Suite, 7th Floor</b>	
	Developing the Student Scholar: Paving the Way to Scholarships and Fellowships Presenters: Joan Echols, American University; Dana Vredevelde, Ohio State University; Stephanie Wallach, Carnegie Mellon University	<input type="checkbox"/>
	<b>Portland Room, Ballroom Level</b>	
	Everything You Ever Wanted to Know about Unsubmit, but Were Afraid to Ask Presenters: Mary Denyer, Marshall AID Commemoration Commission; Tara Yglesias, Truman Foundation	<input type="checkbox"/>
	<b>Leonesa Ballroom</b>	
	Fellowships Outreach: The Right Message to the Right Student at the Right Time Presenters: Stephen Hill, Northwestern University; Maryam Mohammed, Georgetown University	<input type="checkbox"/>
	<b>Eliza Anderson Amphitheater</b>	
	Undergraduate Research: Beyond REUs and Honors Theses Presenters: Janice DeCosmo, University of Washington; Linda DeLaurentis, Yale University; Suzanne McCray, University of Arkansas; Elizabeth Vardaman, Baylor University.	<input type="checkbox"/>
	<b>Discovery Room, Ballroom Level</b>	
	When the Honors Program, Scholarship Office and the Center for Multicultural Affairs Unite Presenters: Edwin Goff, Villanova University; Jane Morris, Villanova University; Terry Nance, Villanova University	<input type="checkbox"/>
	<b>Washington Room, 7th Floor</b>	
4:00 PM - 4:50 PM	Advising Practices: A Proposed Tool Kit for Launching Major Scholarship Applications Presenters: Kathleen Cargill, College of St. Scholastica; Carri Taylor-Kemp, College of St. Scholastica	<input type="checkbox"/>
	<b>Eliza Anderson Amphitheater</b>	
	Collaborating with Faculty throughout the Application Process Presenters: Lisa Grimes, College of William & Mary; Beth Fiori, Cornell University	<input type="checkbox"/>
	<b>Washington Room, 7th Floor</b>	
	When the Whole is Less Than the Sum of the Parts of the Application: A Holistic Approach Presenters: Jane Curlin, The Udall Foundation; Mary Denyer, The Marshall AID Commemoration Commission; Tara Yglesias, The Truman Foundation	<input type="checkbox"/>
	<b>Leonesa Ballroom</b>	

4:00 PM - 4:50 PM	<p>National Fellowships and Campus PR/News Outlets: A “Win-Win” Partnership  Presenters: Kirsten Atik, University of Washington; Kellie Sims Butler, Rice University; Judith O’Rourke, Syracuse University; Karen Powers, Kennesaw State University; Belinda Redden, University of Rochester;  <b>Portland Room, Ballroom Level</b></p>	☐
	<p>Senior Thesis Preparation Guides: Integrating Fellowships into Departmental Capstones  Presenter: Bradley Zakarin, Northwestern University  <b>Discovery Room, Ballroom Level</b></p>	☐
6:30 PM - 8:00 PM	<p>Dinner -- Dress Code Business Attire  Princessa Ballroom</p> <p>Thursday Evening Dinner  Anne Udall, PhD  Dinner Keynote Speaker</p>	
8:15 PM - 9:30 PM	<p>Dessert Roundtable Reception  Princessa Ballroom</p> <p>These informal discussion groups are a highlight of the conference. This is the time we set aside to ensure that you have an opportunity to meet with national fellowship foundations, UK and Irish partner universities and other participants on a one-to-one basis.</p> <p>National Fellowship Foundations  Irish Universities &amp; The George Mitchell Scholarship Program  Marshall Scholarship Partner Universities &amp; The Marshall Scholarship Program</p>	

**Friday, July 17, 2009**

8:00 AM - 6:00 PM	<p>Information Center  Alcove Leonesa Lobby</p>
7:00 AM - 8:30 AM	<p>Friday Continental Breakfast  Princessa Ballroom</p>
7:30 AM - 8:30 AM	<p>Roundtable Discussion Groups  The Roundtables are open facilitated interactive and informal discussion groups organized around specific topics. To maximize the benefits of taking part, come armed with questions and points for discussion—the roundtables work best when everyone brings ideas to the table!</p> <p>Topics Will Include:  <b>Being Your Own Advocate:</b> Facilitated by Ann Brown, Ohio University  <b>E-mail Access for Scholarship Marketing: Perspectives from NAFAns on Legal, Staffing, and Process Issues on Their Campuses:</b>  Facilitated by Laure Pengelly Drake, The University of Montana  <b>Expanding a Scholarships Office:</b> Facilitated by Laura Hastings and Dave Schug, University of Illinois  <b>Fellowships Outreach: The Right Message to the Right Student at the Right Time:</b> Facilitated by Stephen Hill, Northwestern University  <b>Is There a Scholar in the House? Treating an Ailing Truman Program:</b> Facilitated by Dierdre Moloney, George Mason University and Tara Yglesias, Truman Foundation</p>

7:30 AM - 8:30 AM	<p><b>Problem based Learning/ Service Learning as a curricular model for student development:</b> Facilitated by Tim Dolan, Westminster College</p> <p><b>Sharing Their Stories:</b> Facilitated by Ann M. Landstrom, Colgate University</p> <p><b>Rhodes Research &amp; Idea for NAFA Session:</b> Facilitated by Patricia Condon, University of Louisville</p> <p><b>Working with Internal Scholarship Programs:</b> Facilitated by Joanne Brzinski, Emory University; Jane Morris, Villanova University</p>	
8:40 AM - 8:55 AM	<p>Welcome &amp; Announcements -- Leonesa Ballroom</p> <p>Friday Morning Announcements NAFA Election Results, Overview of Friday Conference Activities</p> <p>Paula Warrick, NAFA President, American University</p>	
<b>9:00 AM-11:50 AM</b>	<b>Plenary -- Leonesa Ballroom</b>	
9:00 AM - 10:10 AM	<p>Public Policy Scholarship and Fellowship Programs, a panel discussion</p> <p>Jane Curlin, Senior Program Manager, Morris K.Udall Foundation Christopher Powers, Director Education Abroad Program, National Security Education Programs (NSEP), Institute for International Education Tara Yglesias, Deputy Executive Secretary, Harry S.Truman Foundation</p>	
10:15 AM - 10:40 AM	Coffee Break Princessa Lobby	
10:45 AM - 11:50 AM	<p>Educational Access and Opportunity, a panel discussion</p> <p>Carmel Geraghty, Deputy Director, Paul &amp; Daisy Soros Fellowships Nick Siler, Curriculum Development Manager, OneWorld Now! Lloyd Thacker, Executive Director, The Education Conservancy</p>	
12:00 PM - 1:50 PM	<p>Friday Buffet Lunch</p> <p>Scholarships, Fellowships &amp; Networking Opportunities Fair West Coast &amp; International Foundation *See Page 18-19 for List of Participants.</p> <p style="text-align: right;"><b>Princessa Lobby</b></p>	
<b>2:00 PM - 4:50 PM</b>	<b>Concurrent Sessions</b>	
2:00 PM - 2:50 PM	<p>Beyond the Personal Statement: What Do Winners Look Like? <input type="checkbox"/></p> <p>Presenters: Jim Duban, University of North Texas; Christina McIntyre, Virginia Tech University; Barbara Stedman, Ball State University <b>Eliza Anderson Amphitheater</b></p> <p>Leadership Programs <input type="checkbox"/></p> <p>Presenter: Mary Tolar, Kansas State University <b>Leonesa Ballroom</b></p> <p>Teaching Students How to Apply For Fellowships <input type="checkbox"/></p> <p>Presenters: Nelleke Bak, University of Alabama-Birmingham; Joan Hawthorne, University of North Dakota; Timothy Roden, Ohio Wesleyan University; Susan Whitbourne, University of Massachusetts Amherst <b>Portland Room, Ballroom Level</b></p>	

2:00 PM - 2:50 PM	<p>Successful Modes of Truman Advising  Presenters: Doug Cutchins, Grinnell College; Mary Daniels, University of Chicago; Luke Green, Seattle University; Suzanne McCray, University of Arkansas; Tara Yglesias, The Truman Foundation</p> <p style="text-align: right;"><b>Blewett Suite, 7th Floor</b></p>	
	<p>The Writing Process for Fellowship Essays  Presenters: Tim Dolan, Westminster College; Lisa Gates, Middlebury College; Dee McGraw, Emory University; Janet Myers, Elon University; Gregory Weight, Ursinus College</p> <p style="text-align: right;"><b>Washington Room, 7th Floor</b></p>	<input type="checkbox"/>
	<p>German Graduate Opportunities Through the Bosch Fellowship and the Hessen Universities Consortium  Presenter: Nichole Sisco, Program Officer, Robert Bosch Foundation Fellowship; Megan Brenn White, Executive Director, Hessen Universities Consortium</p> <p style="text-align: right;"><b>Discovery, Ballroom Level</b></p>	<input type="checkbox"/>
3:00 PM - 3:50 PM	<p>Autobiography, Authorship, and Voice in the Scholarship Essay  Presenters: Marion McInnes, DePauw University; Belinda Redden, University of Rochester; Lucy Russell, University of Virginia</p> <p style="text-align: right;"><b>Portland Room, Ballroom Level</b></p>	<input type="checkbox"/>
	<p>Beyond the Personal Statement: Nurturing Passionate Commitment  Presenters: Laure Pengelly Drake, University of Montana; Julia Goldberg, Lafayette College; Susan Hackemer, University of South Dakota; Ruth Mendum, Pennsylvania State University</p> <p style="text-align: right;"><b>Eliza Anderson Amphitheater</b></p>	<input type="checkbox"/>
	<p>What Do Foundation Expect of Advisors?  Presenters: Mary Denyer, Marshall AID Commemoration Commission; Thomas Parkinson, The Beinecke Foundation; Peter Patrikis, The Churchill Foundation; Tara Yglesias, The Truman Foundation</p> <p style="text-align: right;"><b>Discovery, Ballroom Level</b></p>	<input type="checkbox"/>
	<p>The Value of Internships and Benchmarks for Selecting Them  Presenters: Joseph Johnston, The Washington Center for Internships and Academic Seminars; Suzanne McCray, University of Arkansas</p> <p style="text-align: right;"><b>Washington Room, 7th Floor</b></p>	<input type="checkbox"/>
4:00 PM - 4:50 PM	<p>Ethics Workshop  Presenters: The NAFA Ethics Committee Members</p> <p style="text-align: right;"><b>Leonesa Ballroom</b></p>	<input type="checkbox"/>
5:00 PM - 6:00 PM	<p>Beer &amp; Wine Reception  Princessa Lobby</p>	
6:00 PM	<p>Open Night</p>	

**Saturday, July 18, 2009**

8:00 AM - 12:00 PM	<p>Information Center  Alcove Leonesa Lobby</p>	
7:00 AM - 8:25 AM	<p>Saturday Continental Breakfast  Princessa Ballroom</p>	

8:00 AM - 8:25 AM NAFA Executive Board -- Open Meeting  
Open meeting with New NAFA Executive Board

Morning Announcements

**8:00 AM - 11:50 AM Plenary -- Leonesa Ballroom**

8:30 AM - 9:40 AM New Perspectives on Study Abroad  
Program Options for Studying Abroad, *a panel discussion*

Michelle Emond, Program Officer, Killam Fellowships Program and  
Canada-U.S. Fulbright Program  
Christopher Powers, Director of Education Abroad, Institute of  
International Education  
Brid Schenkl, Program Officer, The DAAD - German Academic Exchange  
Service

9:45 AM - 10:10 AM Coffee Break

10:15 AM - 11:05 AM Internationalization of Higher Education

Presenter: Rolf Hoffman, German American Fulbright

11:15 AM - 11:50 AM NAFA International Study Seminar - Germany and England  
Notes on the 2008 NAFA Study Tour to England and Germany, *a panel  
discussion*

Laura Damuth, University of Nebraska-Lincoln  
Amy Eckhardt, West Kentucky University  
Lisa Grimes, College of William & Mary  
Kenneth Lavin, U.S. Air Force Academy  
Ruth Ost, Temple University  
Cookie Sunkle, Denison University

12:00 PM - 1:55 PM Saturday Buffet Lunch

Scholarships, Fellowships & Networking Opportunities Fair  
International Graduate Study \*See Page 19-21 for List of Participants.

Princessa Lobby

**2:00 PM - 4:30 PM Plenary -- Leonesa Ballroom**

2:00 PM - 2:50 PM Development of Summer Regional Workshops  
Reflections of the NAFA Summer Regional Workshops.

Joanne Brzinski, Emory University

3:00 PM - 4:30 PM UK and Ireland Graduate Scholarship Programs, Foundation Sessions  
Cultural adjustments to the United Kingdom and Irish educational  
System, *a panel discussion*

Steven Crown, President of the Association of the American Rhodes  
Scholars, American Rhodes Scholarship Program  
Carol Madison Graham, Marshall Commissioner, Marshall Scholarship  
Program  
Jennie LaMonte, Managing Director, George Mitchell Scholarship Program  
James Smith, Executive Officer, Gates Cambridge Trust, Gates  
Cambridge Scholarship Program

<b>6:15 PM - 10:00 PM</b>	Saturday Night Banquet Dress Code Business Attire
6:15 PM - 7:00 PM	Saturday Dinner Reception Princessa Lobby
7:00 PM - 10:00 PM	Saturday Evening Dinner Leonesa Ballroom
	William Gates Sr Dinner Keynote Speaker
	NAFA Birthday Celebration

**Scholarships, Fellowships & Networking Opportunities Fair  
West Coast & International Foundations  
Friday, July 17, 2009, 12:00 – 1:50 P.M.  
Leonesa & Princessa Ballroom Lobby**

**American Civil Liberties Union**

Kathy Kelly  
[kkelly@aclu-wa.org](mailto:kkelly@aclu-wa.org)  
P.O. Box 4115  
Seattle, WA 98194  
206.624.2184  
<http://www.aclu.org/>

**AmeriCorps: Corporation for National  
and Community Service**

1201 New York Avenue, NW  
Washington, DC 20525  
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[questions@americorps.org](mailto:questions@americorps.org)  
<http://www.americorps.org/>

**CDS International**

Nicole Sisco  
Program Officer  
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[www.cdsintl.org](http://www.cdsintl.org)

**City Year**

Petaki Cobell  
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Seattle, WA 98144  
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index\\_ektid13309.aspx](http://www.cityyear.org/index_ektid13309.aspx)

**Cross-Cultural Solutions**

Summer Kuykendall  
[summer@crossculturalsolutions.org](mailto:summer@crossculturalsolutions.org)  
2 Clinton Place  
New Rochelle, New York 10801  
1-800-380-4777  
<http://www.crossculturalsolutions.org>

**Global Aid Against Poverty**

Ahmed Scego  
3703 S. Edmunds Street. # 122  
Seattle, Washington 98118  
206-604-0739  
<http://www.gaapus.org/>

**Humanity in Action**

David W. Machacek, Ph.D  
Chief Operating Officer  
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<http://www.humanityinaction.org/>

**Idealist.org**

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1220 SW Morrison, 10th Floor  
Portland, OR 97205  
503-227-0803

**International Partnership for Service-  
Learning**

1515 SW 5th Avenue, Suite 606  
Portland, OR 97201  
<http://www.ipsl.org/>

**Jesuit Volunteer Corps**

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(503) 335-8202  
[www.jesuitvolunteers.org/](http://www.jesuitvolunteers.org/)

**Krista Foundation**

Destiny Williams  
1402 Third Avenue  
Suite 810  
Seattle, WA 98101  
(206) 382-7888  
<http://www.kristafoundation.org/>

**Lutheran Volunteer Corps**

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**Scholarships, Fellowships & Networking Opportunities Fair  
International Graduate Study  
England, Germany, Ireland, & Scotland  
Saturday, July 18, 2009, 12:00 – 1:50 P.M.  
Leonesa & Princessa Ballroom Lobby**

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## ***Abstracts***

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### ***Advising Practices: A Proposed Tool Kit for Launching Major Scholarship Applications.***

*Concurrent Session: 4 PM, Thursday, July 16, Eliza Anderson Amphitheater*

**Presenters:** Kathleen Cargill, College of St. Scholastica; Carri Taylor-Kemp, College of St. Scholastica

A Tool Kit and a two-day intensive preparatory model were successfully used at The College of St. Scholastica for seniors applying to graduate school and for sophomores and juniors applying for summer research. The Tool Kit has been modified for students applying for nationally competitive scholarships/fellowships and will be implemented in fall 2009. This model and Tool Kit could be used to assist advisors in choosing prospective scholarship nominees, in addition to being used after the scholarship applicants have been chosen.

This workshop will demonstrate to scholarship/fellowship advisors how to utilize a two-day intensive model to work with students preparing major scholarship applications. The model incorporates a simple Tool Kit that contains handouts, preparation activities and guidelines for applying for scholarships. These guidelines include advice for applying to any scholarship; an organizational spreadsheet to maintain a timeline for application requirements; advice on how to develop a personal statement; an outline for preparing a research proposal; a recommender contact sheet and checklist; reference materials for writing personal statements and recommendation letters (specific to national scholarships); and directions for mailing applications. Based on the success of our previous model, we anticipate similar benefits, as the model: saves time, streamlines the nomination and application processes, facilitates timely submission and increases student productivity and confidence in completing applications.

### ***Autobiography, Authorship, and Voice in the Scholarship Essay***

*Concurrent Session: 3 PM, Friday, July 17, Portland Room, Ballroom Level*

**Presenters:** Marnie McInnes, DePauw University; Belinda Redden, University of Rochester; Lucy Russell, University of Virginia

This session will focus on challenges that our students face using the first person "I" to convey a distinctive, confident self in their personal narratives and apparently impersonal research proposals. With just a few exceptions, undergraduates are required to use the third person in their undergraduate papers, essay exams, and lab reports. While courses in some disciplines encourage development of a distinctive voice, the use of "I" is generally frowned upon: students are taught to be critics, reporters, interpreters, and thinkers but to keep their own experience to the side. Introducing one's self and one's own life story to an essay often means breaking a taboo that has been enforced since high school, and figuring out how to present oneself both boldly and modestly, in broad strokes and at the same time in exquisite detail, amounts to acquiring a new skill and a new way of looking at one's relation to academic life. In this session panelists from three quite different universities (2,300; 9,300; and 21,000 students) will consider the best times and places to work with students on analytical

autobiographical writing; we will propose imaginative types of writing instruction tailored specifically to the scholarship essay as a genre; and we will reflect on this process as a means of faculty, staff, and student development. Plenty of time will be left for discussion of ideas.

***Being Your Own Advocate***

*Breakfast Roundtable: 7:30 AM, Friday, July 17, Princessa Ballroom*

**Facilitator:** Ann Brown, Ohio University

As scholarships advisors, we serve as advocates for our students; this role is integral to successful scholarship advising. In this Roundtable discussion, Ann will share her experiences at Ohio University establishing campus partnerships and working effectively and creatively to advocate for what you want and need in your program.

**Beyond the Personal Statement: What Do Winners Look Like?**

*Concurrent Session: 2 PM, Friday, July 17, Eliza Anderson Amphitheater*

**Presenters:** Jim Duban, University of North Texas; Christina McIntyre, Virginia Tech University; Barbara Stedman, Ball State University

We've all worked with the scholarship applicant who has an amazing record of accomplishment and a stunning essay, but who doesn't make it to the finalist or interview stage. The inevitable question – "What wasn't good enough?" – is really grounded in the more basic question – "What kinds of accomplishments does a winning application reflect?"

While we've all seen great examples of personal statements and letters of recommendation, we seldom see great examples of the other key portions of applications: academic experiences and accomplishments (outside of the regular classroom), campus activities and leadership experiences, community service, and honors and awards.

In this session, presenters will fill in some of those gaps by providing examples and evaluations of non-essay portions of winning applications for several major scholarships. They will show samples of the kinds of academic accomplishments, leadership, and service that have made an impact in a national competition, in contrast to the kind that are considered run-of-the-mill to a national scholarship committee.

For advisors who have not recently had a Fulbright, Goldwater, Jack Kent Cooke, Javits, Madison, Marshall, Rhodes, Rotary, Truman, or Udall winner, this session should provide a useful reconsideration of the scholarship review process. More important, it should help advisors do a better job of advising freshmen and sophomores who hope to structure college educations and activities that leave them poised to apply for these scholarships and a host of other postgraduate opportunities.

Ultimately, this session will demonstrate that the best guidance we can offer students is to pursue a consistent pattern of passionate commitment, in academics, activities, leadership, and service, and to see the inherent value of that commitment, regardless of scholarship competitions and their outcomes. This final point provides the foundation of the next session, "Beyond the Personal Statement: Nurturing Passionate Commitment."

***Beyond the Personal Statement: Nurturing Passionate Commitment***

*Concurrent Session: 3 PM, Friday, July 17, Discovery Room, Ballroom Level*

**Presenters:** Laure Pengelly Drake, University of Montana; Goldberg; Susan Hackemer, University of South Dakota; Ruth Mendum, Pennsylvania State University

In this session, presenters will examine strategies for discerning, developing, channeling and demonstrating students' passions in ways that not only resonate with the aims of scholarship boards but also inherently shape the students' civic, personal, intellectual and educational development.

Our approach is not simply a matter of resume development. It gets to the root of the educational enterprise itself, the essence of a broad liberal arts and/or technical/scientific education, where coursework, research, interests, and passions intersect and collide. It gives meaning to classroom experiences and shapes course selection while driving the nature of co- and extra-curricular activities driven by their passions and current life/career trajectories so that fulfilling the scholarship criteria (leadership, service, vision, coursework/education, activities, etc.) becomes a natural extension of the students' passions.

This panel is not about developing courses for potential candidates; it is about providing students with an "ideal" education. Fellowship advisors are agents of student change and development—aiding students' journeys to self-discovery and to becoming the agent of their own initiatives. Later, as students endeavor to convey to selection committees how their experiences fit together into a cogent and compelling whole, our role may be to provide a mirror, smooth out rough edges, appreciate, support, dissuade, and applaud.

The panel does not propose that winning scholarships is the most accurate measure of success in our work. Rather, presenters will re-center our own roles as fellowship advisors, reminding us (and our respective campuses) that acquiring fellowships is the means to an end, not the end itself.

***Brother, Can You Spare the Time? How to Survive in the Scholarship World without a Scholarship Office***

*Concurrent Session: 2 PM, Thursday, July 16, Washington Room, 7th Floor*

**Presenters:** Katharine Kerrane and Susan Serra, University of Delaware

Katharine Kerrane, senior associate director of the UD Honors Program, and Susan Serra, coordinator of the Office of Service-Learning, will lead this interactive workshop for schools without scholarship offices. Designed for faculty and professionals on campuses where fellowship advising is part of a larger portfolio of responsibilities and various people manage scholarship applications, this workshop is intended to explore the challenges of this type of advising structure, while also identifying strengths.

Participants will be encouraged to share their own experiences and bring materials they use at their institutions. This workshop will: 1) Explore a variety of challenges in identifying and developing students early enough in their academic career. 2) Explore the role that faculty play in this model, and discuss how to cultivate and maintain faculty engagement in the process. 3) Share specific strategies and exercises that have proven to be helpful in working with students and faculty. 4) Share tips for managing the application process. 5) Discuss the strengths of a "no scholarship office" model and share ways to build on these strengths.

***Building Bridges to Faculty Mentors: Findings of the NAFA Working Group on Faculty Recognition***

*Concurrent Session: 3 PM, Thursday, July 16, Blewett Suite, 7th Floor*

**Presenters:** Monique Bourque, Willamette University; Beth Fiori, Cornell University; Roberta Jordon, University of Notre Dame; Deirdre Moloney, George Mason University; Karna Walter, University of Arizona; Paula Warrick, American University.

A scholar once argued that Louis XIV acquired real power by projecting the illusion that he had hundreds of pairs of hands working for him: the hands that dressed his elaborate wig, tied his lace cravat, and attended to his every need in public. The strength of our advising efforts also depends on the sets of hands that work for us, in the form of faculty who share their disciplinary expertise and teaching skills with deserving students. But how do we build a sustainable corps of faculty mentors in the face of growing constraints, including high teaching loads, the growth of competing forms of mentoring (service learning, undergraduate research, credit-bearing internships, and honors theses), and increased expectations for publishing?

The goal of this panel is to share the findings of the NAFA Working Group on Faculty Recognition, which was created in fall, 2008, to explore best practices in this area. We have developed a survey, to be carried out in the late spring, to determine how various kinds of universities and colleges reward professors who mentor applicants for prestigious scholarships. The survey, which we hope to administer to one-third of our members, has two parts: a written survey consisting of short, basic questions (size of institution, # of faculty recruited/year, etc.), and a series of phone interviews designed to elicit feedback on more open-ended questions. At our panel, using our findings, we hope to raise our members' awareness of constraints in building core faculty support for our offices and to propose techniques for overcoming them.

***Collaborating with Faculty Throughout the Application Process***

*Concurrent Session: 4 PM, Thursday, July 16, Washington Room, 7th Floor*

**Presenters:** Lisa Grimes, College of William & Mary; Beth Fiori, Cornell University

This session on Collaborating with Faculty expands on the presentation that we gave in Buffalo in summer 2008. We will discuss the possible roles of faculty in the scholarship application process. Session attendees will learn how we choose faculty, maintain good will between our offices and faculty members, and deal with administrative issues. During the last third of the session we will field questions from attendees.

***Developing the Student Scholar: Paving the Way to Scholarships and Fellowships***

*Concurrent Session: 3 PM, Thursday, July 16, Portland Room, Ballroom Level*

**Presenters:** Joan Echols, American University; Dana Vredevelde, Ohio State University; Stephanie Wallach, Carnegie Mellon University

This session will focus attention on the role of fellowships and scholarship programs in developing the "student scholar." Programs that help students think more deeply about why they are at college and what skills they want to develop are directly relevant

to the fellowships and scholarships process. Three primary and inter-related issues will be addressed: how to help students play a more active, purposeful role in their undergraduate education; how to prepare interested students for possible fellowship and scholarship competitions; and how to foster their ability to take advantage of post-baccalaureate opportunities, including graduate/professional schools.

After discussing overall goals of scholar development, we will present three program models in very different institutions: American University, Ohio State University and Carnegie Mellon University. Each institution represents a specialized approach—career center, honors college, and academic model--to common issues that face all fellowship and scholarship advisors: how to find possible candidates for competitive opportunities early and how to nurture them through the process.

The session will begin with a broad overview of the philosophical and practical underpinnings of the sample programs. This will be followed by 10 minute presentations describing each of the three featured programs, including the highlights and challenges within each program. Specific content will include how the programs are structured, which faculty and/or staff play key roles, what kinds of workshops and programs take place, and how students respond. The session will conclude with an interactive Q&A. We hope conference attendees will come away from this session with ideas on how to create student-scholar programming that fits within the structure of their particular campuses and addresses significant issues related to fellowships and scholarships.

***Everything You Ever Wanted to Know about Un-submit, but Were Afraid to Ask***

*Concurrent Session: 3 PM, Thursday, July 16, Leonesa Ballroom*

**Facilitators:** Mary Denyer, Marshall AID Commemoration Commission; Tara Yglesias, Truman Foundation

What really happens to your applications when you hit the "submit" button? Mary Denyer and Tara Yglesias will talk about the application processes for the Marshall and the Truman scholarships and hopefully de-mystify the inner workings of online application processes.

**Expanding a Scholarships Office**

*Breakfast Roundtable: 7:30 AM, Friday, July 17, Princessa Ballroom*

**Facilitators:** Laura Hastings and Dave Schug, University of Illinois

The University of Illinois at Urbana Champaign would like to host a Roundtable discussion on strategies to expand a scholarships office, in particular on changing the way the campus views the office. Once an office has obtained buy-in from university administrators, how does a successful program secure its budget, fully staff an office, increase the numbers of campus partners, and work with national and international institutions? We'd like to discuss creative strategies to increase our presence on campus, leading to greater student and faculty awareness of the scholarships process.

**E-mail Access for Scholarship Marketing: Perspectives from NAFAnS on Legal, Staffing, and Process Issues on Their Campuses**

*Breakfast Roundtable: 7:30 AM, Friday, July 17, Princessa Ballroom*

**Facilitator:** Laure Pengelly Drake, The University of Montana

About a dozen NAFAnS from all over the country at a wide variety of types of schools

responded generously to my plea this summer for guidelines to support my bid to add targeted e-mail messages to the scholarship marketing process on our campus. We will share their combined expertise and discuss the pros and cons of suggested approaches.

***Fellowships Outreach: The Right Message to the Right Student at the Right Time*** Concurrent Session: 3 PM, Thursday, July 16, Eliza Anderson Amphitheater

**Presenters:** Doug Curthins, Grinnell College; Stephen Hill, Northwestern University; Maryam Mohammed, Georgetown University; David Schug, University of Illinois at Urbana-Champaign

We will discuss outreach strategies applicable for institutions of all sizes. Current research points to a paradigm shift in the ways Generation Z students gather, process, and disseminate information. Fellowship advisers experience a variety of relationships with students. Some students hound us for information, attention, and critique. Others remain aloof. Another set drifts in and out of focus. By far the least productive relationship, however, is the one that never forms. Crackerjack students who *would have* been perfect for a fellowship *if only* they had surfaced earlier in the year or their career confront us with disheartening regularity.

This roundtable will address the universal task of providing the best information to the correct student in the proper format at exactly the right time. Because our success depends, in part, on responding to the ways that our students consume information, we will focus on new information technologies and whether they can help us reach students in powerful, timely ways. New technologies may also reduce the costs of traditional outreach (printing and advertising costs). Although we will discuss new technologies, we will also emphasize the efficacy of traditional outreach mechanisms – particularly face-to-face interactions – as a key component to success.

Participants will catalog outreach initiatives at their school, rate these mechanisms for effectiveness (pure and cost), and then develop new strategies to reach students. Fellowships advisers at all size

***Growing a Successful Scholarship Office***

Concurrent Session: 2 PM, Thursday, July 16, Leonesa Ballroom

**Presenters:** Anthony Cashman, College of the Holy Cross; Jill Deans, University of Connecticut; Beth Powers, University of Illinois-Chicago; Barbara Wise, Duke University

This panel will examine scholarship offices at different levels of growth from the fledgling start up office to a well-established center of excellence. Given the variables—type of institution, student population, institutional support—what are the common denominators among our offices that lead to growth?

We will feature two offices at the early stages: 1. University of Connecticut, Office of National Scholarships (Jill Deans) 2. College of the Holy Cross, Office of Distinguished Fellowships (Anthony Cashman) and two offices that have demonstrated measurable growth: 1. North Carolina State University, Fellowship Advising Office (Jennie Lamonte) and 2. University of Illinois at Chicago, Office of Special Scholarship Programs (Beth Powers). We will look at strategies for serving each university's student population, including the range of targeted scholarships, availability of resources and funding, faculty involvement, and the role of the director.

Tony and Jill will share steps they have taken to lay a healthy foundation for

program growth, addressing the challenges of recruitment and outreach, the limits of FERPA, and working with other offices on campus in lieu of having one's own budget. Jennie and Beth will explain their efforts behind the dramatic increase in secured scholarship funding and number of students they have served over the years. We will also address the following questions: How do you grow when your budget is shrinking? How do you overcome (or avoid) administrative roadblocks? Is growth always a good thing? How do we measure growth? How do we define success?

**"Is There a Scholar in the House? Treating an Ailing Truman Program."**

*Breakfast Roundtable: 7:30 AM, Friday, July 17, Princessa Ballroom*

**Facilitators:** Dierdre Moloney, George Mason University; Tara Yglesias, Truman Foundation

Are your Truman Candidates suffering from confusion, fatigue or general malaise? Is your campus affected by Truman Apathy Disorder? Has your Truman Program lost that certain spark? Our workshop offers a surefire way to diagnose and treat an ailing Truman Program. We will discuss how to assess your Truman program to determine its overall health. We will also cover different ailments and their potential cures. Dr. Deirdre Moloney will be on hand to discuss her tenure with the Truman Finalists Selection Committee and how she plans to use that experience to treat her own Truman Program. Finally, we will cover interview preparation as a key to candidate wellness.

***Leadership Programs***

*Concurrent Session: 2 PM, Friday, July 17, Leonesa Ballroom*

**Presenter:** Mary Tolar, Director, School of Leadership Studies, Kansas State University

What is the connection between scholarship advising and leadership studies? Both require students to chart a course for themselves at a critical time in their development. Since its inception in 1997, leadership studies has become the largest academic program at Kansas State University with over 1400 students. Its mission is compelling, and reflects an institutional commitment to scholar development in the broadest terms—engaging students from all academic disciplines, regardless of academic rank in a reflective, learning process – to prepare them as active, informed citizens ready to exercise leadership at all levels and in all sectors of society.

**Managing Internal Scholarship Programs**

*Breakfast Roundtable: 7:30 AM, Friday, July 17, Princessa Ballroom*

**Facilitators:** Joanne Brzinski, Emory University; Jane Morris, Villanova University

Many universities offer their internal merit scholarships and develop scholarship programs for the students awarded those scholarships. These scholarship programs offer fellowship advisers both opportunities and challenges. The young scholars include many (but not all) of the most promising students and generally identify those students before they enroll at the university or in their earliest years. The programs offer their own programming to encourage scholarship, leadership and community involvement, all goals that resonate with fellowship advisers. In many cases, fellowship advisers also have responsibility for university scholarship programs.

What are some ways to develop connections with university scholarship programs

and take advantage of their early identification of promising scholars? What kinds of programs can fellowship advisers offer to support the goals of internal scholarship programs? How can fellowship advisers effectively work with scholarship programs but still serve the needs of students who are not part of such programs?

This roundtable is a forum for discussing how fellowship advisers can best work with internal university scholarship programs.

**National Fellowships and Campus PR/News Outlets: A “Win-Win” Partnership**

*Concurrent Session: 4 PM, Thursday, July 16, Portland Room, Ballroom Level*

**Presenters:** Kirsten Atik, University of Washington; Kellie Sims Butler, Rice University; Jennie LaMonte, North Carolina State University; Belinda Redden, University of Rochester

The goal of this panel is to present a forum to discuss experiences and ideas regarding effective collaboration with our institutional PR and news outlets. Differences abound according to each campus’ culture and standard practices, but our individual efforts to gain recognition not only for the accomplishments of our fellowships candidates but also for the process that is involved in helping them compete for a national award can be strengthened by learning from the challenges, opportunities, and best practices of our colleagues at a variety of institutions.

Some of the issues panelists will address include understanding the multiple options for PR/news on one’s own campus; how to obtain “buy-in” from student news outlets as well as the “official,” more professional outlets; celebratory and recruitment goals of fellowships coverage; what to do when you can’t “get any play;” when providing information becomes copy writing; gaining some perspective on what we as fellowships advisors want on the one hand, and what the PR/news folks see as their objectives as well as their limitations, on the other hand. This session may prove especially instructive for newer advisors but will also aim to offer something for those with more experience in their roles.

**Rhodes Research & Idea for NAFA Session**

*Breakfast Roundtable: 7:30 AM, Friday, July 17, Princessa Ballroom*

**Facilitator:** Dr. Patricia Condon, University of Louisville

I suspect that at many of your institutions, certainly at mine, this iconic scholarship is regarded as the single most visible and publicly recognized marker of educational excellence. In keeping with the spirit of this perception, this year I am calling our faculty committee for the British and Irish scholarships the “Run for the Rhodes Committee” a play on our location in Louisville KY the 1st Saturday in May captures all attention!

We have not had a Rhodes, Marshall, Gates-Cambridge or Mitchell INTERVIEW at the University of Louisville in the past five-years (2005-2009). I’m wondering if anyone else in NAFA is equally mystified about what it takes to get one. My conclusion is that our selection of candidates the BRIT-IRISH scholarships may reflect basic misperceptions (my own and those of the faculty and upper administration) of what the profile would be of a viable candidate for each award. Perhaps the individual dossier needs to change in a fundamental way. I now question the content and tone of the Institutional Endorsement letters. My hope is that representatives who are already “Breaking the Code” will be willing to share specifics about how they do it, and answer questions. Our organization has always worked this way.

I am hoping there might be interest in a session on this topic at the 2011 NAFA national meeting, and I thought some of us might gather informally in Seattle to brainstorm about how such a session could be structured for maximum effectiveness. I would like to hear from anyone interested in preliminary planning. In preparation for Seattle I have assembled comparative indexes of the 2005-2009 BRIT-IRISH competition results organized by institutional wins, with a separate listing of the degree programs named by successful candidates for each of these awards. For the purposes of our discussion, the primary emphasis will be what it takes to get a candidate to the interview and not on the win.

Listed in order of their response to my June 24<sup>th</sup> Listserv posting, NAFA members already indicating a desire to join me in this discussion in Seattle are: Babs Wise (Duke), Ruth Mendum (Penn State), Jeff Wing (Virginia Commonwealth); Lisa Broome-Price (University of Kentucky), Ricki Shine (Clemson), Linna Place (University of Missouri -Kansas City), Janet Myers (Elon University), Anne Lundberg (Trinity College), Belinda Reddin (University of Rochester). Absent in Seattle but intending to be a part of the discussion is Lyn Fulton-John (Vanderbilt University).

***Seeing is Advising: Using High-End and Low-End Videoconferencing to Facilitate Distance Scholarship Advising***

*Concurrent Session: 2 PM, Thursday, July 16 – Eliza Anderson Amphitheater*

**Presenter:** Stephen Wright, Syracuse University

Arguably the next best thing to face-to-face, this interactive workshop explores the benefits of using current videoconferencing technology to advise and prepare scholarship students in locations all over the world. A live demonstration of a cost-effective, low-end, Internet-facilitated videoconference is planned within the conference session with audience members having the opportunity to interact with a scholarship student at the remote site.

Close scholarship advising and mentoring requires a good working relationship and sometimes this is difficult to sustain when a student is studying abroad or away for the summer. These times away from campus (e.g., the spring of a student's junior year) are frequently instrumental for students' intellectual and career development but pose a challenge to the scholarship process as students try to develop effective personal statements or research essays, or to prepare for a key interview. Increasingly, videoconferencing provides a powerful, real-time alternative to email, text-based chat and phone calls as a means of staying in touch with scholarship students. Additionally, videoconferencing is an effective means of facilitating mock interviews when some of the panelists are in different locations. Anecdotes will be shared from Rhodes and Gates mock interviews, and scholarship advising sessions with students who were located in Cairo, Madrid, Strasbourg, Washington, D.C. and elsewhere.

In addition to these activities, the results of a recently completed controlled research study on counselors' perceptions of the high-end videoconferencing environment will be presented. Excerpts from the stimulus videos, which highlight the study's methodology, will be shown. Results will be discussed in terms of their implications for scholarship advising practice. The session will conclude with an open discussion that explores participants' reactions to the prospect of using videoconferencing in their current

advising practices with students, and as means of maintaining more personalized contact with NAFA members and working team colleagues around the world .

***Senior Thesis Preparation Guides: Integrating Fellowships into Departmental Capstones***

*Concurrent Session: 4 PM, Thursday, July 16, Discovery Room, Ballroom Level*

**Presenter:** Bradley Zakarin, Northwestern University

Fellowships advisors seek students who are interested in (and qualified for) post-baccalaureate awards for independent research or graduate study. This workshop highlights a specific strategy to reach a particular demographic: juniors embarking on senior theses (or similar capstone projects) in their majors. By creating senior thesis preparation guides, fellowships advisors can advance their educational mission by setting college-wide norms for formulating a research topic, engaging faculty, and writing proposals—regardless of discipline. Fellowships advisors are strategically positioned to develop universal elements of these guides, which can promote both undergraduate research and the funding opportunities to extend it after college. In addition, these guides promise to weave fellowships advisors' guidance into the fabric of departmental curricula. Thus, students will learn the fundamentals of fellowships applications in the context of their majors.

A final element of these guides is a planning calendar, which can set a "gold standard" timetable for project development and promote information sessions for fellowships that may resonate with students as they plan independent research in any major.

Participants will spend 30 minutes exploring the constituencies, partners, assets, and obstacles in pursuing the research guide strategy on their campuses. In the remaining time, participants will learn about Northwestern's recent initiative to develop, implement, and promote departmental thesis preparation guides. Advisers from colleges of all sizes will benefit from this workshop.

***Sharing Their Stories***

*Breakfast Roundtable: 7:30 AM, Friday, July 17, Princessa Ballroom*

**Facilitator:** Ann M. Landstrom, Colgate University,

How do you share the "experiences" - "journeys" - "explorations" - "research" of past fellowship and scholarship recipients? Although many of us may bring past recipients back to campus -- it may be only one to four a year; typically not all students can attend; and with tight budgets the number we can host may decrease.

How do you bring their stories to life! Come prepared to share and learn ways to tell the stories of recipients through posters, websites, PowerPoint, photos, verbal stories etc. If you have examples of what you have done, please bring at least 20 copies to share.

***Successful Models of Truman Advising***

*Concurrent Session: 2 PM, Friday, July 17, Blewett Suite, 7th Floor*

**Presenters:** Doug Cutchins, Grinnell College; Mary Daniels, University of Chicago; Luke Green, Seattle University; Suzanne McCray, University of Arkansas; Tara Yglesias, The Truman Foundation

The Truman Scholarship application and interview is one of the most thorough, demanding, and challenging selection processes in the realm of national scholarship and fellowship competitions. In the written application alone, candidates have to account for how they have spent their time, what their priorities are, define their major accomplishments, specify their graduate plans, and carefully lay out what their future career path may be. Finalists are further challenged by an in-person interview with distinguished public servants who push them to demonstrate their depth of knowledge in their chosen field.

This thorough selection process hands students a remarkable opportunity to carefully consider who they are, their priorities, and where life may take them. For scholars, there are the additional benefits of a \$30,000 scholarship for graduate study, an outstanding week of leadership activities, a summer internship, and other rewards.

This panel will include four scholarship advisors who have had a good deal of success in the Truman advising process (defined both as student outcomes from the process of applying as well as more traditional measures of scholarship finalists/winners), and a representative from the Truman Foundation. Panelists have been chosen to represent a range of institutions, including a range of sizes, public and private, and religious/secular. Topics of discussion for the panel may include recruitment of applicants, selecting nominees, working with nominees on the written application, helping students benefit from the process of applying, and preparing students for interviews.

### **Teaching Students How to Apply For Fellowships**

*Concurrent Session: 2 PM, Friday, July 17, Portland Room, Ballroom Level*

**Presenters:** Nelleke Bak, University of Alabama-Birmingham; Joan Hawthorne, University of North Dakota; Timothy Roden, Ohio Wesleyan University; Susan Whitbourne, University of Massachusetts Amherst

What is the purpose, content and structure of a Fellowships Preparation course aimed at potential scholarship applicants? How does one assess its educational worth? Who is included and excluded? Does such a course that separates out students to be scholarship winners defeat the purposes of higher education? The panel discussion will address these and further considerations from a range of different experiences.

Nelleke Bak will outline the non-credit bearing professional development course she has offered for the past 5 semesters to a select group of potential scholarship candidates. The benefits of the course include being able to work with numerous students at a time, to use the group dynamic to motivate students, and to draw on astute, critical peer-evaluations to polish applications. The aim of the course is pragmatic: to identify a good fit scholarship, to write a draft personal statement, resume and research proposal, and to strengthen relationships with potential recommenders. The presentation will focus on the rationale, content, pedagogy and outcomes of the course.

Joan Hawthorne will describe her newly developed credit-bearing course (one credit) taught with the purpose of helping strong students make well-informed choices from the beginning of their time at the university. Although part of the aim is to improve the likelihood that students may develop into viable candidates for national scholarships, the course is focused more broadly. The presentation will include a description of course

rationale and content, along with analysis of the issues considered in course planning and development.

Timothy Roden will present Ohio Wesleyan's course: a non-credit fellowship seminar that meets once a month throughout the academic year. This schedule provides time for students to reflect on goals, select appropriate fellowships, find mentors, practice writing essays, and cover other topics relevant to the application process. All third-year students meeting the GPA requirement receive invitations to participate in the seminar with the intent that they will work on applications for fellowships or graduate school. The model offers a measure of egalitarian access for students as well as time for self-reflection and preparation.

Susan Whitbourne will present the pros and cons of credit-bearing independent study courses vs group seminars. Independent study courses allow students to conduct work that is tailored to their major field, encourage them to regard the course requirements more seriously, and tailor these requirements to particular fellowships. Group seminars, on the other hand, are more efficient, foster student interactions and feedback, and tend to give exposure to a variety of scholarship opportunities. On the negative side, only highly motivated students later take steps to follow through on scholarship applications. A compromise has been to bring together students working on the same scholarship.

### ***The Writing Process for Fellowship Essays***

*Concurrent Session: 2 PM, Friday, July 17, Washington Room, 7th Floor*

**Presenters:** Tim Dolan, Westminster College; Lisa Gates, Middlebury College; Dee McGraw, Emory University; Janet Myers, Elon University; Greg Weight, Ursinus College

The Writing Process of Invention, Drafting, Revision, and Editing is just as applicable to scholarship application essays as it is to academic essays, yet this writing purpose comes with its own set of unique challenges. This panel will outline the concepts behind the Writing Process and then take participants through it, providing suggestions and raising questions for both advisor and applicant. First, we will discuss how to get students started with this unique genre by using elements from more familiar writing occasions and elements from the application essay prompts. Next, we will turn our attention to helping students successfully draft their essays, including the development of detail. The final two steps of the process can present the most difficulty for both student and advisor.

Thus we will concentrate on how to encourage students to look carefully at revising the "big ideas" of the essay before moving to proofreading and the attendant ethical questions of helping students revise and edit their essays. Panelists will provide sample materials used in the Writing Process and will encourage participants to share their own best practices. The panel will provide participants from all experience levels and institutions proven strategies to improve student writing.

### ***The Value of Internships and Benchmarks for Selecting Them***

*Concurrent Session: 3 PM, Friday, July 17, Washington Room, 7th Floor*

**Presenters:** Joseph Johnston, The Washington Center for Internships and Academic Seminars; Suzanne McCray, University of Arkansas

We propose a session that will help fellowship advisors understand how appropriate

internship experiences can enhance the candidacies of their students for postgraduate fellowships. Specific examples will be given of students who have, as a result of substantive academic internships, gained motivation, skills, understandings, direction and contacts that were helpful in their subsequently being selected for the Rhodes, Truman and other awards. We will also propose benchmarks advisors can use to evaluate and select strong internships and internship providers.

The presenters represent the complementary perspectives of The Washington Center, the largest provider of academic internships, and a campus honors dean and fellowship advisor. We would look forward to drawing on the audiences' experiences as well.

### **What do Foundations Expect of Advisors?**

*Concurrent Session: 3 PM, Friday, July 17, Leonesa Ballroom*

**Presenters:** Mary Denyer, Marshall AID Commemoration Commission; Thomas Parkinson, The Beinecke Foundation; Peter Patrikis, The Churchill Foundation; Tara Yglesias, The Truman Foundation

Representatives of four different foundations (public and private, large and small, domestic and international) will discuss their expectations of scholarship advisors: faculty relations for promoting and clarifying the goals of the scholarships, identification and recruitment of appropriate and competitive students, timely and focused support during the entire application process, etc.

The discussion is intended to present the obverse of the NAFA listserv - the inside view from foundation representatives.

### ***When the Honors Program, Scholarship Office and Center for Multicultural Affairs Unite***

*Concurrent Session: 3 PM, Thursday, July 16, Washington Room, 7th Floor*

**Presenters:** Edwin Goff, Villanova University; Jane Morris, Villanova University; Terry Nance, Villanova University

In keeping with the vision and goals of Villanova University, we have formed a partnership among the *Center for Multicultural Affairs (CMA)*, the *University Honors Program (UHP)*, and the *Center for Undergraduate Research and Fellowships (CURF)*. CMA is dedicated to enriching a culturally diverse and academically excellent educational environment at Villanova University. CMA seeks to cultivate within the Villanova community a thoughtful respect for individual differences, and an understanding of our collective responsibility to work for justice and equity.

UHP and CURF are designed to provide exceptional opportunities for critical, independent thinking, for the creative exchange of ideas, and for the synthesis of intellectual insights into lived experience. Combining the resources of CMA, UHP, and CURF in the establishment of a freshman learning community, in co-directing the University Presidential Scholarship, in providing advisement for the nationally competitive scholarships, and in providing learning venues is a unique opportunity to facilitate not only the preparation of students for service at Villanova but to prepare them as well for intellectual discovery of the ties between theory and praxis.

### ***Working With Faculty***

*Concurrent Session: 2 PM, Thursday, July 16, Discovery Room, Ballroom Level*

**Presenters:** Monique Bourque, Willamette University; Sharon Chambers-Gordon, University of Puget Sound; Luke Green, Seattle University; Joy Viveros, San Francisco State University

Although the existence of centralized fellowships offices is becoming more common on college campuses, effective scholarship advising remains an institutional effort, requiring the efforts of individuals from a wide range of departments and offices. Both professional advisers and faculty who serve as scholarship mentors recognize the continual need to recruit the help and expertise of faculty and administrators from across campus, in all phases of the application process. Letters of recommendation from faculty are a vital part of students' applications for internal and external fellowships and scholarships, yet identifying faculty who are outstanding letter writers and who will remain committed and motivated to write year after year can be challenging.

This panel will examine the establishment and maintenance of effective campus relationships in regard to two areas: 1) strategies for identifying, recruiting, and compensating faculty members for work with nationally competitive scholarship applicants; and 2) developing and nurturing relationships with other administrative entities that will help support the mission of the scholarships office. Specific topics will include the formation of review committees; recruiting faculty mentors; rewarding faculty support, including stipends and course releases; communicating a clear message about the functions of the scholarships office; establishing effective and ongoing structures for referral of students; and working with other administrators across campus to promote the services scholarships offices can provide.

### ***Working with Minority Applicants***

*Concurrent Session: 2 PM, Thursday, July 16, Blewett Suite, 7th Floor*

*Presenter:* Dr. Terry Nance, Villanova University

In this interactive session, we will feature exercises that will help us become aware of the aspects of our own acculturation that contribute to our assumptions about diversity. With an understanding of the perspectives that we bring to our scholarship advising, we will discuss the influence of those perspectives on working with underrepresented students applying for nationally competitive scholarships. We will continue this discussion with respect to the practice of advising traditionally underrepresented students in a session to follow, "When the Honors Program, Scholarship Office and Center for Multicultural Affairs Unite," at 3:00 pm in the Washington Room on the 7<sup>th</sup> floor.

### ***Undergraduate Research***

*Concurrent Session: 3 PM, Thursday, July 16, Discovery Room, Ballroom Level*

**Presenters:** Janice DeCosmo, University of Washington; Suzanne McCray, University of Arkansas; Elizabeth Vardaman, Baylor University

Research is clearly an important part of the undergraduate experience and is critical to students who are preparing for graduate school and especially for those seeing funds to support that work. Students often encounter research in what have become standard ways: a senior or honors thesis, an NSF REU or other summer program, or work

available through a faculty member's lab.

Our panel will take these research avenues for granted and will consider other paths as well including (1) the freshman research experience, (2) dynamic courses and pedagogy throughout the curriculum, (3) interdisciplinary research, and (4) research connections made possible through undergraduate research symposia and other special events.

***University Structures for Fellowship Advising***

*Concurrent Session: 2 PM, Thursday, July 16, Portland Room, Ballroom Level*

**Presenters:** Maria DiStefano, Truman State University; Christopher Herrick, Muhlenberg College; Roberta Jordan, University of Notre Dame; Kyle Mox, Texas A&M University Honors Program.

Fellowships advisor positions, whether housed in an independent office or not, are as diverse as the universities or colleges in which they reside. This panel will present a variety of models currently in place at several institutions, both public and private, with undergraduate enrollments ranging from approximately two thousand to several tens of thousands. The benefits and challenges of each model in the areas of recruitment and selection of candidates, faculty involvement, etc., will be highlighted. The knowledge gained from these experiences can be used by new advisors seeking to develop the best strategies for their institutions or by experienced advisors seeking to improve their operations.

***When the Sum of the Whole is Less Than the Parts of the Application: A Holistic Approach to the Scholarship Application***

*Concurrent Session: 4 PM, Thursday, July 16, Leonesa Ballroom*

**Presenters:** Jane Curlin, Udall Foundation; Mary Denyer, Marshall AID Commemoration Commission; Tara Yglesias, Truman Foundation

For scholarships such as the Rhodes or Marshall, the personal statement is the heart of the application. Applicants go through numerous revisions to craft a personal statement that tells a story—their story. At its most basic level, the personal statement answers three questions: Who am I now, and who do I want to be? What kind of contribution do I want to make, and how? Why does my study plan (at LSE, Oxford or Sussex) make sense for me?

Truman and Udall applications, on the other hand, consist of a series of short answer or mini-essay questions. Taken as a whole, however, these applications are like a personal statement: they tell a story. Yet many applicants approach the application question by question, as if none of the questions, or their answers, had any relation to the others. A coherent story fails to emerge; the what, why and how go unanswered. The activities, internships, research, and public service just don't add up.

This panel will offer suggestions from Udall, Truman and Marshall Foundation representatives on how to ways to approach the application and craft an integrated, compelling personal statement.

<b>2007-2009 NAFA FINANCIAL REPORT</b>		
	<b>Description</b>	
<b>REVENUE</b>		
	Annual Dues (2007-08)	\$62,950.00
	Annual Dues (2008-09)	\$58,500.00
	<b>Total revenue</b>	<b>\$121,450.00</b>
<b>EXPENSES</b>		
<b>2007-08</b>	Midwest Media (web page, Bulletin Board)	\$835.00
	Credit card processing fees	\$3,177.78
	UofL office expenses (postage, supplies)	\$632.08
	Tax preparation	\$500.00
	Administrative Assistant (Nichole)	\$8,876.35
	Financial Systems (2 years)	\$1,075.01
	Newsletter design, web posting	\$600.00
	D.C. conference expenses	\$18,801.45
	Summer workshops	\$250.00
	Germany/Britain committee meetings	\$5,108.70
	DC Board Meeting (4/08)	\$15,269.01
	Seattle conference advance team (1/08)	\$1,645.39
	<b>2007-08 Total</b>	<b>\$56,770.77</b>
<b>2008-09</b>	Midwest Media (web page, maintenance)	\$852.00
	Credit card processing fees	\$2,458.06
	UofL office expenses (postage, supplies)	\$109.40
	Tax preparation	\$500.00
	Administrative Assistant (Nichole)	\$9,359.61
	Financial Systems (2 years)	\$537.55
	Cvent on-line registration	\$4,077.60
	D.C. Board Meeting (12/08)	\$15,088.01
	Summer workshops	\$4,660.12
	Posy Germany/Britain meeting (Williamsburg)	\$3,135.78
	DC Board Meeting (4/08)	\$623.98
	Seattle conference planning meeting	\$2,527.64
	<b>2008-09 Total</b>	<b>\$43,929.75</b>
	<b>TOTAL EXPENSES</b>	<b>\$100,700.52</b>
	Reserve as of 6/30/07	\$178,814.00
	Total holdings as of 6/30/09	\$199,564.00
	Projected Seattle conference expenses	\$45,000.00
	<b>TOTAL NAFA HOLDINGS</b>	<b>\$154,564.00</b>

## **National Association of Fellowships Advisors Code of Ethics, Constitution, By-Laws, & Strategic Plan**

To support NAFA as we enters our second decade, our Executive Board has created a series of new planning and foundational documents for the organization. These are:

- [Vision and Mission Statements](#)
- [A Code of Ethics](#); and
- [A Five-Year Strategic Plan \(2009-2014\)](#).

In light of these new documents, we also have developed proposed revisions to our Constitution and By-laws, which our members adopted in 2001 and 2003, respectively. At this 5th Biennial Conference in Seattle, you are asked to vote on whether to adopt these key texts.

If you have not had an opportunity to review the background documents, as well as the action plan, they can be read on the NAFA website at the following URL.  
<http://www.nafadvisors.org/constitution.htm>

It took two years and multiple planning meetings to finalize these documents. Special thanks are due to:

- The NAFA Board and our past president, Suzanne McCray, for its work on the Strategic Plan;
- The Ethics Committee, co-chaired by Suzanne McCray and Beth Powers, for its work on the Code of Ethics;
- The By-laws review committee, chaired by Joanne Brzinski; and
- The Constitution review committee (which also developed the Mission and Vision Statements), chaired by Scott Henderson.

### ***Draft VISION AND MISSION STATEMENTS for NAFA For Review by NAFA Membership, June 2, 2009***

#### **Vision Statement**

The National Association of Fellowships Advisors (NAFA) envisions the highest quality fellowship advising for every applicant.

#### **Mission Statement**

The mission of the National Association of Fellowships Advisors (NAFA) is to guide advisors in promoting the full potential of fellowship candidates through the

application process, and to foster the continued growth and professionalization of fellowship advising in higher education.

*Respectfully Submitted by Constitution/By-laws Committee on March 2, 2009*

Scott Henderson, Furman University (chair);

Doug Cutchins, Grinnell College

Maggie Tongue, Union College

Alex Trayford, Wheaton College

### ***Draft NAFA CODE OF ETHICS***

#### **Introduction**

The National Association of Fellowships Advisors (NAFA) is a professional organization composed of individuals engaged in the practice of advising college and university students who apply for competitive scholarships and fellowships; institutions of higher education that promote and celebrate the process of applying for competitive scholarships and fellowships as an educational enterprise; and foundations and organizations that administer competitive scholarship and fellowship programs.

The individuals and institutions that participate in and administer competitive scholarships and fellowships have responsibilities and ethical obligations to their students, university communities, foundations, sponsors, funding agencies, and to society as a whole. Inevitably, misunderstandings and conflicts of interest will arise. The membership of NAFA believes that, in order to minimize such problems as well as make the experience of applying for scholarships more valuable for students' development, advisors, institutions, and students should value the process above the result. The principles and guidelines stated in the following code of ethics are aspirational, providing a framework for participating in and administering competitive scholarship and fellowship programs.

#### **Mission**

The mission of the National Association of Fellowships Advisors (NAFA) is to guide advisors in promoting the full potential of fellowship candidates, and to foster the continued growth and professionalization of fellowship advising in higher education.

#### **Vision**

The National Association of Fellowships Advisors (NAFA) envisions the highest quality fellowship advising for every applicant.

**Core values that all members of NAFA subscribe to**

*Integrity.* We agree to conduct ourselves responsibly and ethically in our relationships with students, colleagues at our institutions, and each other. We will approach all candidates and scholarships with the goal to maintain integrity in both our relationships and our approach to the scholarship process.

*Collaboration.* The effectiveness of all individual members and organizations is enhanced when we work together to promote our programs and protect our candidates' best interests.

*Respect.* The profession and practice of advising for and administering competitive scholarships and fellowships is based on mutual respect and trust for each other and our candidates.

*Fairness.* We have an obligation to treat candidates and each other fairly, equitably, and in a non-discriminatory manner.

**Expectations of Advisors**

Every candidate who prepares an application for a nationally competitive fellowship will be mentored and evaluated in accordance with the stated criteria of the fellowship.

**Fellowship Advisors will**

- Balance the wants, needs and requirements of applicants, fellowship foundations and home institutions. Advisors' overriding concern must be for student well-being, the integrity of their home academic institution, and the value of the process of applying for fellowships;
- Encourage the intellectual autonomy and passion of character of each student with whom they interact;
- Encourage students to self assess their own qualifications for individual fellowships and to be realistic in their expectations of the process and the outcome;
- Support a campus culture around fellowships that emphasizes consistent and fair promotion of fellowships, as well as awareness of the connections between campus strengths and specific fellowships;
- Understand and effectively represent the specific selection criteria and goals of each fellowship as described in foundation materials, and convey them with fidelity to candidates;
- Announce and promote scholarship and fellowship opportunities broadly, with adherence to the foundations' stated criteria;
- Educate the home institution's administration and faculty about fellowship opportunities and ethical practices, including the campus role in student preparation and realistic expectations for fellowship results;
- Respect foundation practices and maintain professionalism in all

correspondence;

- Avoid the appearance of or actual conflict of interest.
  - Ensure fairness and non-bias in interactions with candidates in fellowship processes;
  - Not accept gifts from students, faculty, foundations or administrators where there might be the appearance of a conflict of interest;
- Insist upon applicants' adherence to the highest ethical standards in preparing and submitting applications and supporting materials.

**Advisor Expectations of Applicants:**

Prior to applications candidates will

- Engage in self-reflection, assess long-term goals, and search for appropriate programs and funding;
- Pursue fellowships that support those goals, not fellowships that they must bend their goals to fit;
- Be aware of the high level of competition and respect the value of the process.

During the applications process, candidates should

- Ensure that all application materials, including but not limited to personal statements, resumes, proposals, essays, shall be the sole and original work of the applicant. Cite any sources quoted or paraphrased;
- Respond to campus and foundation communications in an honest and timely fashion;
- Apply only to those fellowships in which they have a genuine interest;
- Provide adequate and accurate information to recommenders in a timely fashion;
- Neither compose their own letters for faculty to sign (even at the request of faculty) nor ask faculty members to show them their own letters of recommendation;
- Make clear what information revealed to an advisor or recommender should remain confidential;
- Include resume and application response items that reflect an accurate and substantive contribution;
- Provide honest responses to questions in all practice and real interviews without aggrandizing accomplishments or providing deliberately misleading information to committee members;
- Treat other applicants with respect and courtesy.

### **Guidelines for Institutions**

Colleges and universities with students participating in or likely to participate in competitions for major fellowships bear certain ethical responsibilities to both the students and the foundations/programs.

Those institutions will

- Support procedures whose aims are to provide a means of distinguishing merit among applicants for nomination or rating;
- Supply accurate and thorough letters of endorsement and actively encourage writers of letters of recommendation to do the same;
- Understand fellowship nomination criteria and advise and nominate students appropriately;
- Maintain records of the institution's participation in major fellowship competitions and protect those records, in accordance with federal guidelines;
- Emphasize, through publicity and infrastructure, the value of students' intellectual and personal development through the fellowship process;
- When evaluating scholarship programs, use techniques that attempt to measure the value of the process of applying for fellowships, and take into account the highly competitive nature of fellowship competitions.

### **Guidelines for Foundations**

Foundations and organizations that administer scholarship and fellowship programs have certain ethical responsibilities and obligations to applicants, faculty representatives, university administrators, institutions, and their funding agencies.

Foundations should

- Accurately represent the goals, mission and requirements of the fellowship and of the foundations;
- Convey information on eligibility, selection criteria, and application processes in a clear and timely manner;
- Select scholars and fellows based on previously published selection criteria, selection procedures, and program goals;
- Conduct fair and transparent selection processes, evaluating applicants on the basis of individual qualifications;
- Respond quickly, courteously, and professionally to inquiries from faculty representatives and potential applicants;
- Respond to advisor feedback as time and relevant policy and law allow;
- Refrain from involvement in personal relationships with students, faculty representatives, or other university personnel when such relationships might result

in either the appearance of or an actual conflict of interest

- Not accept gifts from students, faculty or administrators where there might be an appearance of or actual conflict of interest;
- Observe all relevant foundation policies and national and international laws as they relate to the scholarship process;
- Endeavor to maintain the faculty representative as the primary point of contact in all matters relating to the award.

*Respectfully submitted by the NAFA Ethics Committee:*

Jane Curlin, Morris K. Udall Foundation  
Linda Dunleavy, Brown University  
Paula Goldsmid, Pomona College  
Suzanne McCray, University of Arkansas (co-chair)  
Jane Morris, Villanova University  
Beth Powers, University of Illinois at Chicago (co-chair)  
Chris Powers, Institute of International Education  
Alex Trayford, Wheaton College  
Tara Yglesias, Harry S. Truman Scholarship Foundation  
Debra Young, University of Mississippi

## **NATIONAL ASSOCIATION OF FELLOWSHIPS ADVISORS CONSTITUTION**

### **ARTICLE 1—NAME**

The association of fellowships advisors shall be known as the National Association of Fellowships Advisors (NAFA).

### **ARTICLE 2—PURPOSE**

The purpose of the NAFA is to provide its membership with access to information concerning national undergraduate and graduate grants, scholarships, and fellowships, as well as the foundations and agencies that support them. NAFA also provides a format for the exchange of ideas concerning the application process, scholarship foundations, and the ethical issues related to scholarship advising. The long-term goal is to provide support for faculty and staff who are assisting students through the process of applying for grants, scholarships, and fellowships.

### **ARTICLE 3—MEMBERSHIP**

The membership of NAFA shall consist of fellowships advisors in higher education or non-profit organizations. NAFA membership is limited to faculty or staff who are advising (or have advised) students on one or more grants, scholarships, or

**CONSTITUTION CONTINUED:**

fellowships. Members shall have access to all publications, may belong to the listserv, may participate in general membership meetings, and will receive an annual report on NAFA activities, which will include minutes from executive and general membership meetings, a detailed budget and budget narrative, dates of future meetings, and association announcements.

Affiliated members will include interested staff from non-profit and/or government fellowship organizations or foundations. Affiliated members may have access to all organization publications, may belong to the listserv, and may participate in general membership meetings. Under special circumstances, affiliated members may be exempt from paying annual fees, and will be invited to join by the Board on a case-by-case basis.

**ARTICLE 4—MEETINGS**

***General Membership Meetings***

The biennial meeting of the membership shall be held at such time and place as shall be determined by the NAFA Board. Special meetings of the membership for any purpose or purposes may be called at any time by the President, Board, or at the written request of forty or more members of NAFA. The meeting will be announced at least four months prior to the meeting.

***Quorum***

A majority of the voting members in good standing, present in person at any duly called meeting of the membership, or voting in advance through approved electronic methods, shall constitute a quorum.

***Voting***

Regular and affiliated members of NAFA in good standing shall be entitled to one vote.

***Parliamentary Rules***

*Robert's Rules of Order*, newly revised, shall be the governing parliamentary law of NAFA in all cases not provided for in its by-laws, or its own rules.

**ARTICLE 5—GOVERNANCE**

***Governance***

NAFA will provide the opportunity for its membership to meet at least once every two years. This meeting may serve as both a general membership meeting and as an information-oriented conference.

***Officers***

The officers of NAFA shall be the President, Vice President, Secretary, Treasurer, Foundation Liaison, and the Communications Director. Officers will meet either in person or via some other means at least twice during a calendar year, with minutes kept for all such meetings. The officers shall serve without compensation.

***Duties of the President***

The President shall preside at all meetings of the NAFA general membership and at all meetings of the Board, and shall perform such other duties as may be assigned by the Board. The President shall see that all orders and resolutions of the Board are executed, serving as an ex-officio member of all committees.

***Duties of the Vice President***

The Vice President shall assume the duties of the President in the President's absence, shall participate actively in planning all conferences and special meetings, and shall assume the office of President at the end of the two-year term as Vice President.

***Duties of the Secretary***

The Secretary shall be responsible for keeping minutes of meetings, giving due notice of meetings, and contributing to conference planning.

***Duties of Treasurer***

The Treasurer shall have custody of NAFA's funds and securities, keep full and accurate accounts of receipts and disbursements, be responsible for creating annual reports of income and expenses for the Board and the general membership, and make recommendations on expenditures.

***Duties of the Foundation Liaison***

The Foundation Liaison shall serve in an advisory capacity and shall assist in coordinating special programs involving scholarship foundations and agencies.

***Duties of the Communications Director***

The Communications Director shall produce the number of publications per year as determined by the Board. A co-director may be appointed as well.

***The Board***

The Board shall be composed of the NAFA officers and ten Board members.

***Elections and Term of Office***

Officers will be elected by a simple majority of those present at the biennial general

**CONSTITUTION CONTINUED:**

membership meeting and by those voting by approved electronic methods in advance of the conference.

The Vice President, Secretary, and Treasurer shall serve a term of two years. For the sake of continuity, the Vice President will then assume the role of President and serve for an additional two years. The Communications Director shall be appointed by the incoming President.

Ten Board members will be elected for rotating four-year terms, i.e., every two years five Board members will be replaced. Any of these ten can be elected to more than one term on the Board, but not two consecutive terms.

***Resignation, Vacancy, or Removal***

An officer may resign at any time by filing a written letter of resignation. Any officer who is derelict or otherwise unwilling or unable to fulfill his/her responsibilities can be removed by a 2/3 vote of the Board. In all of the above-mentioned cases, as well as cases of vacancy due to death or debilitating illness, the President will appoint a replacement.

***Nominating Committees***

The Board shall name a nominating committee to propose to the membership a slate of officers and Board members. The nominating committee shall consist of the retiring president, who shall serve as the nominating committee chairperson; two members of the Board who are not officers; and two NAFA members not currently serving on the Board

***Committees***

The Board may establish committees and subcommittees and the President shall appoint chairs and members of the committees. Such appointments shall be made for two years.

***Board Meetings***

There shall be at least two regular meetings of the Board in a calendar year. Special meetings of the Board may be called by the President or by any six Board members, provided each Board member is notified at least four weeks in advance.

***Minutes***

Written minutes will be kept of all meetings of the membership, the Board, the officers, and appointed or elected committees or subcommittees. Committees and subcommittees will submit a copy of the minutes to the Board. Minutes of the general membership meetings, elections, and Board meetings will be made available to all members.

## ARTICLE 6—THE BUDGET

### ***Fees and Budgetary Reports***

The NAFA Board will set reasonable dues for its membership to cover specific expenses. The Board will set forth an estimate of annual expenses and revenues.

### ***New Members***

In cases of a new member, dues shall be paid for the portion of the year remaining after admission to membership. Members can pay an individual membership fee or choose an institutional fee that will be higher but will cover three scholarship representatives at the institution.

### ***Special Projects***

An appointed subcommittee may request funds from the Board to organize special NAFA projects or services. Funding must be approved by the Board in advance. Receipts will be required for reimbursement.

### ***Fiscal Year***

NAFA's fiscal year shall be July 1 to June 30 of each year.

## ARTICLE 7—AMENDMENTS

Upon ratification this constitution may be amended only by the membership by a 2/3 vote.

### **Proposed REVISED By-Laws For Review by NAFA Membership June, 2009 By-Laws of the National Association of Fellowships Advisors (NAFA)**

#### **Article I. Headquarters**

**Section A.** The headquarters of NAFA shall be the institution, agency or other place of employment with which the Treasurer is affiliated.

#### **Article II. Membership Dues and Conference Fees**

**Section A.** Annual dues for individual voting members shall be \$150. Annual dues for institutional memberships shall be \$200. Changes in annual membership dues may be proposed by a majority vote of the Board and must be approved by a majority vote of the NAFA membership.

**Section B.** Registration fees and payment deadlines for the biennial national conference shall be determined by the Board upon the recommendation of the

Conference Planning Committee. Reasonable fees for regional conferences or other NAFA-sponsored meetings will be established by the Board in concert with the appropriate planning committee chairs.

**Article III. Duties of the Executive Board**

**Section A.** The Board shall advise the President in setting the agenda for Council meetings.

**Section B.** The Board shall establish and charge all standing committees and *ad hoc* committees.

**Section C.** The Board shall advise and assist in planning the biennial conference.

**Section D.** The Board shall receive and approve reports of standing committees and *ad hoc* committees.

**Section E.** The Board shall meet immediately prior to and following the regular business of the biennial conference, and at other such times and locations as deemed appropriate by the President.

**Section F.** The Board shall approve the annual budget and approve expenditures recommended by the Treasurer.

**Section G.** Actions and decisions of the Board shall be regularly reported to the NAFA membership.

**Section H.** A simple majority of the members of the Board shall constitute a quorum.

**Section I.** During meetings of the Board, proxy voting may be permitted only upon the express written permission of the proxy grantor.

**Section J.** The current and latest revision of Robert's *Rules of Order* shall be the parliamentary authority governing all meetings of the Board.

**Section K.** The Board will regularly review the Constitution, By-laws and other documents developed pursuant to governance of NAFA. Changes will be recommended to the general membership.

**Article IV. Standing Committees**

**Section A.** Committees designated as "standing" are established by the Board and shall exist until such time as they may be terminated by the Board.

**Section B.** Standing committee chairs are appointed by the President to serve two-year terms or longer as designated by the President.

**Section C.** Persons serving as members of standing committees must be dues-paying NAFA members.

**Section D.** The President shall determine the chair of each standing committee, in consultation with the Board.

**Section E.** At the time of approval of these bylaws, standing committees include the following:

- 1. Conference Planning.** This committee is responsible for planning and organizing the biennial national conference and other special programs and meetings. The committee shall also recommend a conference budget to The Board.
- 2. Nominations and Elections.** This committee is responsible for developing lists of candidates for the offices of Vice President-President Elect, Secretary and Treasurer and for seats on The Board. The committee shall also supervise the counting of ballots at the biennial meeting and certify the results of elections to the President and members of The Board.
- 3. Finance Committee.** This committee will be chaired by the Treasurer. It will oversee the revenues and expenses of NAFA, recommend to the Board uses for reserve funds, and advise on the financial implications of significant actions, such as hiring employees.
- 4. Publications and Technology.** This committee will be chaired by the Communications Director. It is responsible for maintaining the official NAFA web site and developing other publications for dissemination to NAFA members and to appropriate non-member constituencies.

**Article V. Dissolution and Distribution of Assets**

**Section A.** In conformity with the legal requirement to designate an heir (or heirs) should the National Association of Fellowships Advisors cease to function as a corporation as specified in its Articles of Incorporation, it is hereby resolved that said heirs shall be those dues-paying non-profit institutional members of NAFA who are in good standing one year prior to the lawfully recognized dissolution of NAFA. The heirs are to share equally in the estate of the National Association of Fellowships Advisors at its dissolution after all outstanding financial obligations of the organization shall have been met. The heirs shall not be liable for any debts or other obligations incurred by the National Association of Fellowships Advisors during its existence.

**Article VI. Indemnification of Officers**

**Section A.** Indemnification shall be provided by the National Association of Fellowships Advisors as determined by the Executive Committee for each officer, employee, or agent of the organization, such as is allowable by the laws of the appropriate jurisdiction and which are reasonably incurred in connection with any action, suit, or proceeding, completed, pending, or threatened in which such officer, employee, or agent of the organization may be involved by reason of his/her position with NAFA, by the purchase of insurance, provided that such persons agree in writing to the purchase of such insurance protection.

**Article VII. Amendments**

**Section A.** Amendments to these bylaws may be proposed either by a majority of the board, or by petition of at least ten (10) NAFA members.

**Section B.** Ratification of proposed amendments to these bylaws requires the approval of two-thirds of the NAFA membership, provided that the ballots cast constitute a majority of active members. The Board shall determine the appropriate method of balloting.

*Revisions Proposed by the Constitution & By-Laws Committee  
Revised on July, 2009  
Joanne Brzinski, Emory University  
Doug Cutchins, Grinnell College  
Scott Henderson, Furman University (Chair)  
Alex Trayford, Wheaton College  
Maggie Tongue, Union College*

**National Association of Fellowships Advisors  
[DRAFT] FIVE-YEAR STRATEGIC PLAN  
July, 2009-June, 2014  
For Review by NAFA Members June, 2009**

**Background**

In July of 2001, the National Association of Fellowships Advisors officially adopted a constitution. Article 2 of the constitution included the statement: *The purpose of the NAFA is to provide its membership with access to necessary information concerning national undergraduate and graduate grants, scholarships, and fellowships and the foundations that support them, and to provide a format for the exchange of ideas concerning the scholarship process, the foundations, and the ethical issues surrounding the advising process. The long term goal is to provide information and support for faculty and staff who are assisting students through the complex process of applying for these awards.* By-laws were adopted by the membership at the national conference in 2003.

Following NAFA's biennial conference in Washington in July, 2007, there was strong feeling within the Executive Board that NAFA was well established; the time had come to develop a strategic plan and code of ethical principles for the organization. In response an ethics committee was established and the Board was charged with developing a strategic plan. The ethics committee completed its work in the

**STRATEGIC PLAN CONTINUED:**

summer of 2008. Its recommendations will be submitted to the entire membership for an up or down vote in the summer of 2009.

Between May, 2008, and April, 2009, the Board convened for a series of in-person and telephone conferences to develop a strategic plan. Its recommendations, designed to guide the organization over the next five years, appear below.

**Recommendations**

**For membership:**

- To develop strategies for manageable growth of the organization both in terms of advisors and of foundations;
- To evaluate existing committee structures and procedures for recruiting volunteers;
- To maintain, continue to develop, and enhance advisor relationships with foundations;
- To provide guidelines for an ethical approach to scholarship advising;

**For programming:**

- To assess and address the needs of the two main advisor constituents of NAFA, new advisors and experienced advisors;
- To support professional development programs;
- To assess NAFA programs and to determine the best ways to make biennial conferences, summer workshops, and overseas study tours a value to all members of NAFA;

**For resources:**

- To assess our financial situation and determine what is most responsible approach to developing resources to ensure the long-term health of the organization;
- To develop technological tools to assist advisors in providing sound, accurate advice, including an up-to-date, dynamic website;
- To support and maintain NAFA publications, ensuring quality, timely publication, and content that appropriately reflects the mission of the organization.

**Implementation**

The full NAFA membership will vote on the strategic plan in July, 2009, and implementation will begin immediately. The Board has created an agenda (action plan) that assigns action items, committee structures, and time lines for each goal within the strategic plan. This plan will be available for viewing by NAFA members prior to our 2009 conference in Seattle.

Each committee will be responsible for reporting its progress to the Board on at

***STRATEGIC PLAN CONTINUED:***

least an annual basis, and for submitting funding requests to a finances committee chaired by the NAFA treasurer. Minutes of all meetings will be submitted in compliance with the NAFA constitution.

## NAFA CONFERENCE ACKNOWLEDGEMENTS

NAFA would like to thank the following individuals for their contribution to the conference:

### **NAFA Executive Board**

Jane Morris, Villanova University  
Mona Pitre-Collins, University of Washington  
John Richardson, University of Louisville  
Paula Warrick, American University

### **Call for Papers Committee**

Jane Curlin, Morris K. Udall Foundation  
Kate Dailinger, Yale University  
Beth Fiori, Cornell University  
Scott Henderson, Furman University  
Jane Morris, Villanova University (chair)  
David Schug, University of Illinois at Urbana  
Champaign

### **NAFA 2007 Conference Proceedings**

Suzanne McCray, University of Arkansas

### **University of Washington Work Group**

Robin Chang, Office of Merit Scholarships,  
Fellowship & Awards  
Janice DeCosmo, Associate Dean, Undergraduate  
Academic Affairs  
Mikki Kressbach, Student Assistant, Center for  
Experiential Learning  
Henry Lui, Computer Technology, Undergraduate  
Academic Affairs  
Muge Salmaner, Graduate Teaching Assistant,  
Office of Merit Scholarships, Fellowships &  
Awards

### **Conference Administrative Support**

Nichole Burruss, University of Louisville  
Bryan Kerns, Villanova University  
Mikki Kressbach, University of Washington  
Muge Salmaner, University of Washington

### **Special Events Committees**

New Advisor's Pre-Conference Workshop  
Luke Green, Seattle University  
Deirdre Moloney, George Mason University  
Paula Goldsmid, Pomona College (chair)

### Professional Development Pre-Conference Workshop

Ann Brown, Ohio University  
Doug Cutchins, Grinnell College  
Laura Damuth, University of Nebraska - Lincoln  
Francis Duvinage, University of Maryland, College

### Park

Amy Eckhardt, Western Kentucky State  
Beth Fiori, Cornell University  
Suzanne McCray, University of Arkansas  
Ruth Ost, Temple University  
Elizabeth Veatch, Foundation Representative  
Paula Warrick, American University (chair)

### Thursday Lunch Tribute to Gordon Johnson

Bob Graalman, Oklahoma State University  
Elizabeth (Betsy) Vardaman, Baylor University

### NAFA Tenth Anniversary Birthday

Ann Brown, Ohio University  
Doug Cutchins, Grinnell College  
Susan K. Whitbourne, University of Massachusetts  
Amherst  
Bob Graalman, Oklahoma State University

### Friday Scholarships, Fellowships & Networking Opportunities Fair: West Coast & International Foundations

Doug Cutchins, Grinnell College  
Luke Green, Seattle University  
Muge Salmaner, University of Washington

### Saturday Scholarships, Fellowships & Networking Opportunities Fair: International Graduate Study, England, Germany, Ireland & Scotland

Ann Brown, Ohio University  
Mary Denyer, Marshall Aid Commemoration  
Commission

### **NAFA Governing Documents, Revision Committees**

NAFA Mission & Vision Committee and  
Constitution & By-Laws Committee  
Joanne Brzinski, Emory University  
Doug Cutchins, Grinnell College  
Scott Henderson, Furman University (chair)  
Maggie Tongue, Union College  
Alex Trayford, Wheaton College

### NAFA Ethics Committee

Jane Curlin, Morris K. Udall Foundation  
Linda Dunleavy, Brown University  
Paula Goldsmid, Pomona College  
Suzanne McCray, University of Arkansas (co-chair)  
Jane Morris, Villanova University  
Beth Powers, University of Illinois at Chicago (co-

**ACKNOWLEDGEMENTS CONTINUED:**

chair)

Chris Powers, Institute of International Education  
Alex Trayford, Wheaton College  
Tara Yglesias, Harry S. Truman Scholarship Foundation  
Debra Young, University of Mississippi

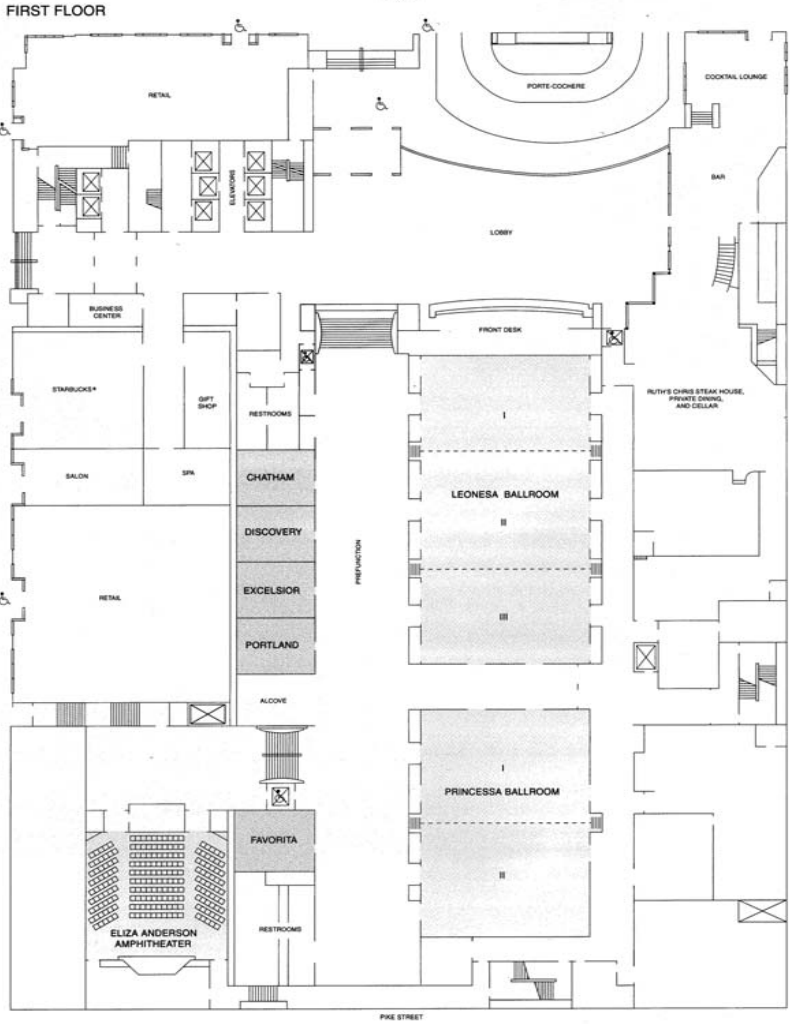
NAFA Strategic Plan  
Full NAFA Board

**Foundations**

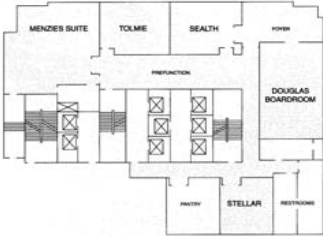
Jane Curlin, Morris K. Udall Foundation  
Mary Denyer, Marshall Aid Commemoration Commission  
Walter Jackson, Institute of International Education  
Gordon Johnson, Gates Cambridge Trust  
Tara Yglesias, Harry S. Truman Scholarship Foundation

A Special Thanks to  
Gordon Johnson, Gates Cambridge Trust  
for Hosting Saturday Evening Reception

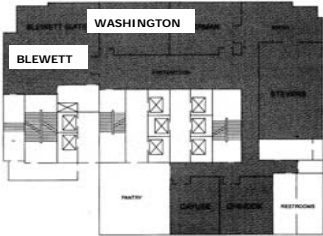
MEETING SPACE FLOOR PLANS



SIXTH FLOOR



SEVENTH FLOOR



*NAFA extends sincere thanks and appreciation  
to all our Advisors, Foundation Representatives  
and Institutions of Higher Education  
for ten years of successful collaboration and support.  
We look forward, with great anticipation, to the next decade.*

