



Chancellor's Distinguished Fellowship

Performance Expectations

Chancellor's Distinguished Fellows Performance Expectations 2015 Recipients

Preface:

The Chancellor's Distinguished Fellowship (CDF) is a premier, competitive, high-impact award from the University of Missouri System given through Missouri University of Science and Technology. We believe that this award will help Missouri University of Science and Technology recruit and retain top notch doctoral students.

Listed below are the general performance expectations anticipated during tenure as a Chancellor's Distinguished Fellow doctoral student at Missouri University of Science and Technology. The specific program level performance expectations will vary from person to person and program to program. CDF recipients **MUST** consult with their advisor, program faculty, and other mentors in order to craft a personalized and customized plan of study, degree completion timeline, and performance expectations.

Area 1: Fellowship plan, coursework, and the qualifying examination

- CDF recipients are expected to use advice from faculty mentors and graduate coordinators, and consider other requirements for the particular doctoral program, to develop a detailed plan for the fellowship, with specific dates for achievement of objectives outlined.
- CDF recipients should submit and receive approval for their "Appointment of Advisory Committee and Program of Study" (Graduate Form 5) by the end of the third semester of their doctoral program.
- CDF recipients are expected to pass the qualifying examination by the end of the third semester after entering the doctoral program.
- CDF recipients should discuss progress, up-to-date plan of study, degree completion timeline and performance expectations with faculty mentors and program directors three times per year.
- CDF recipients are expected to complete and submit national-level applications for competitive fellowships such as the National Science Foundation Graduate Research Fellowship Program (NSF GRFP) before the end of Year 1.
- CDF recipients must submit advisor approved annual activity reports (forms to be supplied by the Office of Graduate Studies) to the Office of Graduate Studies by May 1 each year.

Area 2: Independent research: Comprehensive exam and dissertation

- CDF recipients must select a dissertation supervisor prior to the qualifying exam.
- CDF recipients are expected to consult faculty mentors, graduate coordinators, and other fellows, to structure the timely writing of the dissertation proposal through coursework, seminar presentations, etc.
- CDF recipients are encouraged to take and pass their comprehensive exam by the second to last semester of their CDF period.
- CDF recipients are expected to prepare an original proposal for a dissertation that will fill a knowledge gap and start a productive line of research; CDF recipients should base the choice of dissertation questions on a systematic review of the relevant literature.
- CDF recipients are expected to complete the dissertation within 24 months after the qualifying exam.
- CDF recipients must submit the first dissertation paper before completing the fellowship.
- CDF recipients must successfully defend the dissertation (Graduate Form 7).
- CDF recipients must submit all dissertation papers within a year of completing the fellowship.

Area 3: Publications/presentations at national conferences

- CDF recipients are expected to make three or more poster/paper presentations at national meetings/conferences during the period of the fellowship (with a target of one presentation per year) to present research results.
- CDF recipients are expected to prepare manuscripts from presentations for publication in reputable journals.
- CDF recipients are expected to participate in a research poster session at Missouri S&T every year. If research is not formally started yet, CDF recipients may create and present a poster about research plans/ideas.

- CDF recipients are required to submit a “Research Bio Form” to the Office of Graduate Studies (grad@mst.edu) on or before September 15, annually, for the Chancellor’s Distinguished Fellowship to continue.

Area 4: Recruitment and selection of new fellows

- CDF recipients are encouraged to help publicize the Chancellor’s Distinguished Fellowship and Missouri S&T doctoral programs through national meetings, list-servers, informal communication with colleagues at other schools, and in meetings with applicants.
- CDF recipients are encouraged to discuss the program with applicants and serve as a mentor to new fellows.

Area 5: Professional Development

- CDF recipients should apply and participate in one professional development program per year offered by Missouri S&T and the Office of Graduate Studies.
- CDF recipients are encouraged to seek help from faculty members, graduate coordinators, Career Opportunities and Employer Relations, and/or the Office of Graduate Studies on how to write effective cover letters and goal statements.
- CDF recipients are expected to seek summer research or internship programs related to their field of study.
- CDF recipients are encouraged to take advantage of available opportunities to rehearse job interviews and job talks.
- CDF recipients should provide mentors and program directors, who will serve as references, with a current resume/curriculum vitae, cover letter, goal statement, and job description at least one month before the due date of requested letters of recommendation.
- CDF recipients are expected to solicit the ideas of mentors, program directors, alumni, advisory committee members, and external advisors on potential employment opportunities.

Area 6: Program Evaluation

- CDF recipients are expected to cooperate in program-level evaluations conducted by the Office of Graduate Studies and/or Missouri S&T.
- CDF recipients are expected to provide suggestions/comments regarding the CDF to mentors and program directors, as needed.
- CDF recipients are expected to respond to requests from Missouri S&T for information about publications, grants and other achievements.
- CDF recipients are encouraged to update Missouri S&T on various aspects of their employment history, professional activities and accomplishments, participation in international research collaborations, and other information helpful in evaluating the impact of the program.