



Carson Carr Graduate Diversity Scholar Protocols

The *Carson Carr Graduate Diversity Scholar* award is a highly competitive and merit-based assistantship. The awards are designed to foster a diverse graduate student body by recruiting, enrolling, and retaining students in doctoral and master's degree programs who meet certain eligibility criteria. The award has been named after Dr. Carson Carr, for his stellar accomplishments in supporting the recruitment, retention and graduation of underrepresented students.

Eligibility Criteria

Applicants must be U.S. citizens or permanent residents and must have been admitted to a graduate program at the University of Albany, SUNY. Individuals from ethnic groups currently underrepresented in graduate education are particularly encouraged to apply. The Selection Committee will give special consideration to applicants who are of an ethnicity that is underrepresented in our graduate and professional programs but will not make awards solely on that basis and every nominee will be evaluated on his or her own merits. Economic disadvantage, although not a requirement, may be the basis for eligibility. The Selection Committee will use some or all of the following criteria in determining the eligibility of nominees for the Carson Carr Graduate Diversity Scholar award:

- Experience with and/or commitment to working with historically underserved or underprivileged populations;
- Graduation from a historically black college or university or other minority-serving institution;
- First generation in one's family to attend college;
- History of overcoming a disadvantage or other impediment to success in higher education;
- Participation in EOP, HEOP, or SEEK program as undergraduate;
- Member of an educationally underrepresented racial/ethnic group.

Procedures for nominating new and/or continuing student(s) for a Carson Carr Diversity Graduate Scholar award

Prospective recipients of the awards must complete the Carson Carr Diversity Graduate Scholar award application form available at <http://www.albany.edu/gradstudies/div.shtml> and send the completed application form to Dr. Betty Shadrick, Assistant Dean of Graduate Studies, UAB 121, University at Albany, Albany, NY 12222. The application can be submitted by either email or mail. Applications will be screened and email to Graduate Program Directors. After receipt of the applications, faculty members should confer, review all applications, and act on them as appropriate. Faculty should nominate a student, if he/she meets the eligibility requirements of the application. Letters of nomination must be written and signed by a faculty member and/or the Graduate Program Director. The letter should state the reasons for nominating the student and

the qualities possessed by the student, which makes her/him a good candidate for the award. In addition, the letter should also testify the department's commitment to assign the student an adequate graduate assistantship position, preferably a teaching or research assistantship. After the craftsmanship of the letter, nominators should submit nine copies of the student's application and nine copies of the signed nomination letter to the attention of Dr. Betty P. Shadrick UAB 121, University at Albany, Albany, NY 12222. Award decisions are made on a rolling basis, starting in mid-February. Nominations for current UAlbany students must be submitted before April 15. Nominations for newly admitted students should be submitted before the department's financial aid application deadline.

Review Process

A Selection Committee comprised of teaching faculty and professional staff who have considerable responsibility for recruiting and retaining graduate students will make recommendations for selecting and funding Carson Carr Graduate Diversity Scholars.

The Selection Committee will only review nominations submitted by a faculty member and/or the Graduate Program Director. Awards are granted on a regular and timely basis starting in the spring semester, yet nominators should be aware that most of the decisions are made during the months of February and March. Dr. Betty Shadrick will regularly inform departments and Schools/Colleges of the Selection Committee's recommendations, and in turn, the departments and S/C's will keep Betty informed concerning whether an offer has been extended to an applicant and whether the applicant has accepted the offer.

Funding Priorities

Using the information gathered from the Carson Carr Graduate Diversity Scholar application, and the nomination letter, the Selection Committee will use the following guidelines to prioritize the funding of deserving Carson Carr Scholars, with the understanding that only students expected to enroll full-time are eligible for funding:

(1) Highest priority: Doctoral programs requesting "top offs" to attract and recruit academically talented students whom the department has nominated. In the case of students receiving "top offs" from this pool to standard TA/RA offers, the doctoral program would offer students support as a "blended" award—half TA/RA responsibilities, half fellowship support—for the first year of their doctoral study. In subsequent years, the "top off" would remain even though the student might be moved to a standard TA/RA appointment. In order to expedite the process of making doctoral offers with "top offs," Dr. Shadrick (or in her absence, Dean Pryse) is authorized to evaluate these requests quickly without requiring a meeting of the entire Selection Committee.

(2) Second priority: Doctoral programs requesting full support for a full-time student who has been nominated. If awarded, doctoral students would receive whatever is the current departmental minimum stipend for the department they were admitted to. These awards will also include tuition scholarships of nine credits per semester; beginning the second year, these tuition scholarships will be funded at the in-state rate.

(3) *Third priority:* Master's programs requesting half support for a full-time student who has been nominated. If awarded, master's level students would receive half of whatever is the current GSEU minimum contract compensation for graduate students. Half-assistantships will also include tuition scholarships of six credits per semester; beginning the second year, these tuition scholarships will be funded at the in-state rate.

(4) *Fourth priority:* Graduate Opportunity Program students (participated in EOP, HEOP, or SEEK program as undergraduate). These students may be awarded a stipend to supplement their GTOP waiver of tuition.

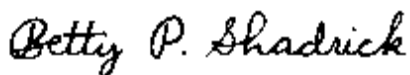
(5) *Fifth priority:* Current doctoral students whose funding has expired and who have been advanced to candidacy.

(6) *Last priority:* Current graduate assistants and teaching assistants who apply for a supplement to their current stipends to enhance their retention in graduate studies.

Limitations on Funding

All awards are subject to 2009-010 campus-wide policies concerning the limitations on state-allocated funding, including: Doctoral students eligible for state-allocated Graduate Student Support funding are required to be engaged in full-time study (9 credits each semester for full-time TA/RA's, 1 unit of dissertation load credit for doctoral students who have been advanced to candidacy). In addition, Master's students eligible for Diversity Fellowship funding (even those awarded half-assistantships) are expected to enroll full-time in their graduate program. Doctoral students who enter the University without advanced standing are limited to a total of four years of state allocated Graduate Student Support Funding. Doctoral students who enter with a Master's degree or beyond in a related field (as defined by the program to which they are applying) are eligible for a maximum of 3 years of state funding; doctoral students who enter with a Master's degree in an unrelated field are eligible for a maximum of 4 years of state funding. Master's students, including those holding administrative graduate assistantships and/or pursuing two Master's degrees, may receive a maximum of 2 years of support from state resources and no more than an additional two years of support beyond the Master's for those continuing in Doctoral study. Both Doctoral and Master's-level students who have exhausted their eligibility for Graduate Student Support Funding may be supported as part-time instructors or on external grants.

Thank you,



Dr. Betty P. Shadrick
Director Graduate Student Diversity
Assistant Dean of Graduate Studies

