

**Maple Scholars
Faculty Proposal Guidelines for 2020
Proposals Due Monday Nov 20, 2019**

Maple Scholars is a summer program for student-faculty teams to engage in a scholarly project. All projects are welcomed that involve faculty-student teams regardless of discipline or subject matter. The project proposed may be something of great interest to the professor. Or it may be something of great interest to a student, or small group of students, that has gained the support of a professor.

Projects need not be research projects in any pure sense although projects should be scholarly. An artist producing a painting is as involved intellectually and emotionally as a physicist in the laboratory. Both the artist and the physicist are creating and reflecting upon their creation in a fashion that is understood by other artists or by other physicists. Maple Scholars encourages both, but also seeks a deep communication between both. It is the intent of the program to respect completely the requirements and the freedom of any and all disciplines.

Each proposal has the following components (the first five of which will be published for students to read about your project):

1. **Brief Title and Full Title.** The brief title should be no more than 25 characters and is for use on filenames and the like. The full title will be used for the proposal on the public pages for students to see. Make the full title descriptive so students and your colleagues can quickly understand what you are proposing.
2. **Proposer's Name and Department.** This is the name of the faculty member who will serve as the advisor to the project.
3. **Description.** Provide a basic description as simply and clearly as possible. Introduce the student reader to the project. You may want to include some historical background or some very basic background ideas. You should also make clear to the student whether this is a beginning exploration or if what is proposed is part of an ongoing project.

The description should then provide an overview of what the project will entail. You may want to discuss the sort of work you anticipate will be involved in the project and the sort of role you envisage for the student. You should also very freely indicate your hopes or anticipations regarding the project.

4. **Background expected.** This is a guide to help the student know what background you are anticipating that the applicant will have. If your project is a good place for a first year student to begin creative work you may want to emphasize that. If it is only suitable for students who have taken certain courses, you should make that clear.
5. **Anticipated Results.** You should indicate what the anticipated results will be. There is no hierarchy in this. But the student may want to know that this work has a goal which may be visible or may be valuable in some way that is not necessarily visible. If your goal is primarily development of the student then you may want to say that.
6. **Agreement with Mentor Responsibilities.** (This section of the proposal will aid the committee in making its decisions about which projects to approve but will not be published publicly.) Mentors are expected to (a) seek qualified students and encourage them to apply to Maple Scholars; (b) select scholar(s) among applicants in consultation with other mentors and the Director; (c) provide appropriate supervision, support, and encouragement for project activities for the chosen scholar(s) during the entire eight weeks of the program (this typically involves meeting daily with the student); (d) communicate clear expectations to scholars with respect to work hours, duties, and any other relevant aspects of the project; (e) attend the first-day meeting, weekly colloquia, and the end-of-program celebration activities (roughly a twenty-hour commitment); and (f) prepare the scholar(s) on the mentor's project for presentations at the weekly colloquia and end-of-program celebration. In your

proposal, (a) state that you agree to carry out these responsibilities, (b) describe what you believe to be appropriate supervision, support, and encouragement for project activities for the chosen scholar(s) during the entire eight weeks of the program, and (c) describe your expectations for scholars with respect to work hours, duties, and any other relevant aspects of the project.

Format. Start with the example provided at the end of this document. Just copy and paste it into a new document and replace the lorem ipsum text with your own. Then when these are published they will all have a consistent format. Proposals should be 1 or 2 pages in the format provided.

Deadline for Proposals. Proposals should be submitted as attachments to email sent to BOTH Paul Keim and John Buschert: pkeim@goshen.edu johnrb@goshen.edu

Evaluation Criteria. The proposals will be evaluated on the basis of seven criteria:

- Interesting/Creative. What about the project will excite interest? What is innovative and distinctive?
- Scholarly/Reflective. How does it contribute to the discipline involved? Not merely carrying out a measurement or producing a work of art, but how might the process lead to discovery? Does it have the necessary depth and rigor to add new ideas and knowledge?
- Interdisciplinary. How will this project help make connections between disciplines? In what ways can students and faculty in other projects contribute to and learn from this project?
- Well Planned. Is there a clear enough plan for what the students would do? Will the necessary pieces be in place?
- Doable. Is there a good chance of achieving the anticipated results? Does the project have a reasonable scope?
- Student Benefit. What will the student gain from the experience?
- GC Benefit. What will Goshen College gain? Faculty benefits are part of this category.

Proposals from administrative, part-time, and retired faculty are welcomed but active full-time teaching faculty have priority. The committee will endeavor to spread acceptances across disciplines and will favor first-time applicants.

Decisions on Proposals. A committee of teaching faculty appointed by the dean reviews proposals and decides which ones will be funded. Departments who are able to sponsor Maple Scholar students with their own funds should provide that information to the committee before its deliberations in November. Committee decisions will be announced by email and the successful proposals will be posted on the Maple Scholars web site in early December.

Student Applications. Students are invited to apply to one or two projects. Only one application form is required but if the student is applying to more than one project the student must describe their interest in each project and rank them. The student is required to have spoken personally with the faculty members whose proposals the student is applying to.

Decisions on Students: Each faculty member will be given an electronic copy of all student applications to their project in early February. All faculty members will also receive a grid showing all student applications to all projects so they can easily identify any cases of the same student choosing more than one project. Faculty members will choose their own students with conversation between faculty members and the director to resolve any conflicting choices

Recruitment: Although Maple Scholars is becoming widely known among students you should not assume that all students are aware of this or that the students you particularly want to see on your project will be aware of this or will apply. Recruitment is not only legitimate, but is also helpful. Talk to those students you want to see in this program. Encourage them to apply but be clear that it is open to all students and do not promise a place to a particular student. Once the proposal is on the website it is open for application from any student and it will be up to the faculty member to review all applicants and choose the best one.

Maple Scholars Co-Directors: John Buschert and Paul Keim

Brief Title

Maple Scholars Proposal for Summer 20##

Complete Title

Your Name and Department

Description:

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Background expected:

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Anticipated Results:

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Agreement with Mentor Responsibilities

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