



UNM Anthropology Department Funding Guide

Table of Contents

- Page 2: Letter from Chair of Graduate Advisory committee
- Page 3: Summary Funding Opportunities
- Page 4: Grant/Award/Fellowship/Funding Guidelines
Anthropology
- Page 5: Grant/Award/Fellowship/Funding Guidelines
Graduate Studies
- Page 6: Grant/Award/Fellowship/Funding Guidelines
Graduate Studies
Graduate and Professional Student Association (GPSA)
Maxwell Museum of Anthropology
- Page 7: Grant/Award/Fellowship/Funding Guidelines
Latin American Studies
Other sources
- Page 8: Frieda Butler Award Guidelines
- Page 9: Frieda Butler Award Recipients
- Page 10: Ruth Kennedy Award Guidelines
- Page 11: Ruth Kennedy Award Recipients
- Page 12: Karl Schwerin Fellowship in Ethnology Guidelines and Recipients
- Page 13: New Mexico Folk Lore Scholars Endowment and Recipients
- Page 14: Curriculum Vitae Guidelines



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Date: August 24, 2006

To: All graduate Students

From: Sylvia Rodriguez, Chair Graduate Committee

Re: Funding Opportunities and Procedures

This guidebook is designed to help you to a) find funding opportunities, b) apply for them, and c) increase your chances of actually getting funding. The guidebook includes current departmental and University funding. We try to maintain accurate deadlines in this booklet, but please verify the dates well in advance of the deadlines as they often change.

Students often inquire how the Department selects candidates for various honors, awards, and fellowships. The procedure typically is as follows:

1. Each subfield nominates one graduate student from their subfield who best fills the requirements.
2. The Graduate Committee, with one representative from each subfield, rank orders its candidates based on the following criteria (which were agreed upon by the faculty as a whole):
 - a. Quality of proposal (if relevant)
 - b. Specific award criteria
 - c. Publications (here, contract reports are not considered as significant as a peer-reviewed publications in journals or edited volumes)Also, but not necessarily ranked in importance:
 - d. Previous success in grants and awards (particularly non-departmental funding)
 - e. Presentations at professional meetings
 - f. Rate of progress and success in the graduate program
3. Final successful candidates are either chosen by vote of the graduate committee or the full faculty

When applying for funding, always make a copy of your application materials, in case they are lost. When you take an application to the Graduate Studies office, GPSA or LAII, get a signature or receipt from the individual accepting the materials.

If you hear of new funding sources, please let us know!

Summary of Funding Opportunities

Scholarships, Fellowships, Travel funds, etc	Maximum Award	Application Deadlines
Broilo, Basehart Memorial Endowment Scholarship	\$500	NA
Department Student Travel/Research funds Self-nominate to department	Variable	September 30th
Frieda Butler Award Self-nominate to department	\$450	1 st Friday of Fall Semester
Graduate Dean's Dissertation Fellowship Self-nominate to department	\$8000	1 st Friday of Spring Semester
NM Higher Education Dept Graduate Scholarship Program Apply directly to Graduate Studies	\$7200	March 1st
GPSA Specialized Travel Grant (ST) Apply directly to GPSA	\$200	5 th Friday of semester Fall, Spring, and summer
GPSA Graduate Research and Development Grant (GRD) Apply directly to GPSA		TBA – check website
Graduate Research, Project, and Travel Grant (RPT) Apply directly to Graduate Studies office	\$1000	September 15 th for Fall January 31st for Spring
Hibben Scholarships	\$5000-\$15,000	Spring: Date TBA
Karl H. Schwerin Award	\$500	NA
Latin American and Iberian Institute Field Research Grants Apply directly to LAII	Variable	Approx mid October for Fall Approx early March for Spring
Latin American and Iberian Institute PhD Fellowship Self-nominate to department	\$10,000 + Tuition	1 st Friday of Spring Semester
Latin American and Iberian Institute Title VI Fellowship Foreign Language and Area Studies Fellowship Self-nominate to department	\$8,000 + Tuition	1 st Friday of Spring Semester
New Mexico Folk Lore Scholars Endowment Self-nominate to department	\$750	September 30th
NM Graduate Scholars Award (AKA 3% Scholarship) Self-nominate to department	Tuition & Fees	1 st Friday of Spring Semester
Ruth Kennedy Award Self-nominate to department	\$100	1 st Friday of Spring Semester
Student Research Allocations Committee (SRAC) Apply directly to GPSA	\$500	5 th Friday of semester Fall & Spring
Tom L. Popejoy Dissertation Prize Self-nominate to department	\$1000	Not available till 2007

Grant/Fellowship/Award/Funding Guidelines

Anthropology Department

The Department has three endowed lectureships that give honoraria to the student chosen to give a public lecture in the Maxwell Museum:

Frieda Butler Award See attached

Ruth Kennedy Award See attached

Department Student Travel/Research Funds

Application time period: September 30th

Nature: Variable award for travel through June 30th. Once per year the Department Chair will put out a call for student travel/research funding requests for the entire academic year. The award is usually a nominal amount between \$30-\$150 distributed widely amongst anthropology graduate students on a reimbursement basis only.

Eligibility: Anthropology Graduate students in good standing. Priority given for the presentation of a paper or poster at a professional meeting or travel for dissertation research

Nomination: **To Department:** A letter (email is preferable) of request should go directly to Erika Gerety. Applicants should include name, social security number, number of years in program, subfield, purpose of travel, and brief proposed budget.

Reimbursement:

Department travel/research funds are disbursed on a reimbursement basis. Submit documentation within 2 weeks of completing your trip. Recipients must save at least one receipt, showing proof of travel as requested. Upon return from the proposed travel, a receipt must be presented to the accountant, Andrea Rodgers. Expect the reimbursement process to take a week or so. We can only reimburse for expenses that are NOT covered by any other source (besides your own pocket book). Per Diem reimbursements can be processed with minimal documentation, but if meals or lodging are going to be paid by another party, we'll have to reimburse airfare or something else, and we will need additional documentation. Basically, if you are going to receive additional support from another source for the same trip, you should see Andrea for clarification prior to your trip.

Frank J. Broilo, Harry W. and Margaret Basehart Memorial Endowment Scholarship

Application time period: No application required. The faculty chooses a student. The choice alternates from the archaeology faculty to the ethnology faculty.

Nature: The Frank J. Broilo, Harry W. and Margaret Basehart Memorial Endowment Scholarship is a cash award of \$500 is awarded annually by the Department of Anthropology to honor the memory of Frank J. Broilo, the first director of UNM's Office of Contract Archaeology until his death in 1979; Professor Harry W. Basehart, professor emeritus of anthropology until his death in 1988 and editor of the Department's Journal of Anthropological Research from 1962 to 1974 and 1981 to 1982; and his wife Margaret Basehart, who died in 1992.

Eligibility: given to deserving graduate students who are pursuing a course of study in archaeology and ethnology. The scholarship alternates annually between archaeology and ethnology graduate students.

Nomination: A faculty member may nominate a candidate to the appropriate committee

Frank Hibben Senior Scholarships

Application time period: All applications should be directed to Dr. Bruce Huckell, Archaeology Graduate Advisor, and must be received in spring at a date to be announced by email. Decisions will be made by a departmental committee by the end of the semester, but are subject to approval by the Hibben Trust Board.

Nature: The Department of Anthropology solicits applications for Hibben Senior Fellowships. These 1-year, \$15,000 awards are intended to support graduate student education. Some service (RA, GA, TA, etc) may be required. Up to four fellowships will be awarded on the basis of priorities established by the late Dr. Frank Hibben, long-time Anthropology faculty member. From highest to lowest priority:

- 1) Native American graduate students in Anthropology pursuing study of Southwestern US archaeology
- 2) Non-Native American graduate students in Anthropology pursuing study of Southwestern US archaeology
- 3) Native American graduate students from other fields, particularly other fields of Anthropology
- 4) Non-Native American graduate students from other fields, particularly other fields of Anthropology

Eligibility: Students must have passed their comprehensive examinations.

Application: To apply, please submit a copy of your vita and a letter of application. The letter should describe your academic standing, area of specialization, your career goals, and your ethnic background (Native or Non-Native) as it applies to the eligibility priorities above.

Folklore Prize (annual--chosen Fall semester for Spring delivery) to a graduate student with research completed on an area related to New Mexico folklore. See Attached.

Karl H. Schwerin Award (annual—chosen Spring for a Fall award) See Attached

Graduate Studies(aka Office of Graduate Studies or OGS)

RPT (Graduate Research, Project, and Travel Grant) <http://www.unm.edu/~grad/funding/rpt.html>

Application Due: September 15th, 2006 (travel/research 8/15-12/31), January 31st, 2007 (travel/research 1/1-5/15)

Nature: Up To \$1000 Awards are dependent upon individual proposals and funding limits, which may vary from year to year. Awards will be disbursed on a reimbursement-only basis. Copies of receipts will not be accepted. The receipts must indicate that the recipient has incurred expenses in compliance with the proposed budget attached to the application.

Eligibility: Graduate students in good standing. Award is designed to defray costs of equipment or materials for research projects, or for travel to collect data or to present results of research at professional meetings. Therefore, departmental priority is given to dissertation research, prospective dissertation area investigation, presenting a paper at a professional meeting, travel to a professional meeting

Nomination: **To Graduate Studies:** Self-nomination using online forms with required attachments (URL for RPT grants above). Please allow ample time to complete the application and obtain your Faculty Advisor's signature.

Graduate Dean's Dissertation Fellowship <http://www.unm.edu/~grad/funding/deandiss.html>

Time period for Applications: Self nomination due to subfield graduate committee representative the 1st Friday of Spring Semester (Graduate Committee must submit to Graduate Studies by March 1st)

Nature: Stipend of \$8000.00 in two installments. Does not include tuition or fees. Half of the award is given in the fall semester. Recipients are required to submit a written progress report at the end of the fall semester. The spring stipend will not be disbursed until the progress report is submitted.

Eligibility: Record of outstanding academic achievement. Must be in process of writing dissertation and be able to demonstrate that you can complete it by the end of the following academic year (the year of award). Previous recipients are not eligible.

Nomination: **To Department:** Self-nomination. Student should self-nominate to subfield via a letter of intent, copy of academic transcript, outline of dissertation organization and progress, and a statement describing academic goals and how getting the fellowship would facilitate completion of the dissertation, and a letter of support from the candidate's major advisor. Subfields choose one-candidate and forward these materials to the Graduate Committee. Once a candidate is chosen, application materials, a nomination form, and a letter of support from the chair must be forwarded to the Graduate Studies office.

NM Higher Education Dept Graduate Scholarship Program <http://www.unm.edu/~grad/funding/nmche.html>

Applications Due: March 1st

Nature: Stipend of \$7,200.00 in two installments of \$3,600.00 per semester. Does not include tuition/fees

Eligibility: Students who are "under-represented in the discipline," NM residents, and who can demonstrate financial need. Note that women are not under-represented in Anthropology.

Nomination: **To Graduate Studies:** forms available on Graduate Studies web page.

Special Requirement: Student must work 10 hours unpaid as an intern or in an assignment

NM Graduate Scholars Award (3% Scholarship) <http://www.unm.edu/~grad/funding/nmscholar.html>

Applications Due: 1st Friday in Spring Semester (Dept must forward final list of nominees to A&S by around the 1st of March)

Nature: Tuition & fees (including GPSA fees) for Fall and Spring semester

Eligibility: Full-time student, NM resident at the time of self-nomination and/or demonstrated financial need

Nomination: **To Department:** Self-nomination. Student should self-nominate to subfield via a letter that justifies financial need and academic merit plus a copy of the vita. Subfield will rank candidates and send list to Graduate Committee for final decision; Anthropology can nominate 5 students for the award.

Tom L. Popejoy Dissertation Prize <http://www.unm.edu/~grad/awards/popejoy.html>

Applications Due: March 2nd, 2007 (Department forwards final nominee to Graduate Studies in February).

Application is on a three-year rotation.

Nature: A \$1000 stipend will be awarded at Spring Commencement each year and assistance with publication by the University of New Mexico Press or another publisher will be provided. The recipient should be present at Spring Commencement to accept the award.

Eligibility: Any graduate student or recent PhD with a strong dissertation worthy of a prize. Manuscripts from up to previous two years may be submitted. See Grad Studies guidelines at online address above.

Nomination: **To Department:** Student should self-nominate to the subfield with a written overview of the dissertation, a copy of the dissertation, the nominee's current position, and what publications/grants arose from the dissertation.

Graduate and Professional Student Association (GPSA)

SRAC (Student Research Allocations Committee) <http://www.unm.edu/~gpsa/funding/srac.htm>

Applications Due: The 5th Friday of both Fall and Spring semesters, and the 1st Friday of Summer semester Nature: Funds for travel and individual research.

Eligibility: Any graduate students in good standing may apply but award process is competitive.

Nomination: **To GPSA:** Self-nomination using online forms with required attachments (URL for SRAC above). Please allow ample time to complete the application and obtain signatures from both your Faculty Advisor and the Department Chair.

GPSA Specialized Travel Grant <http://www.unm.edu/~gpsa/funding/st.htm>

Applications Due: The 5th Friday of both Fall and Spring semesters and the 2nd Friday of Summer semester

Nature: Grants of up to \$300. Travel not covered by SRAC grants, such as job interviews, clinics, workshops, presentations, and lectures but not to professional conferences or research areas

Eligibility: Graduate students in good standing

Nomination: **To GPSA:** Self-nomination using online forms with required attachments (URL for ST grants above).

GPSA Graduate Research and Development Grant <http://www.unm.edu/~gpsa/funding/grd.htm>

Applications Due: TBA. Check GPSA website

Nature: This new funding source for graduate and professional students is set up to assist larger projects that require substantial funding, and is aimed at encouraging UNM students to work on research with state agencies, or in areas that directly benefit the state of New Mexico.

Eligibility: Graduate students in good standing

Nomination: **To GPSA:** Self-nomination using online forms with required attachments (URL for GRD grants above).

Maxwell Museum of Anthropology

The Maxwell Museum invites applications for Senior Hibben Legacy Scholarships in Southwestern Archaeology. Two categories of scholarships are available: focused research project scholarships and doctoral dissertation scholarships. Two research project scholarships and two doctoral dissertation scholarships are available for the 2005-2006 year.

Hibben Legacy Research Projects

Application Deadline: Spring, date to be announced by email on the graduate listserv

Nature: To support focused research on particular projects not related to the student's dissertation. The research project must use Maxwell Museum collections and the research must focus on the Southwestern United States.

Amount: \$5000

Duration: 1 calendar year (July 1 through June 30)

Eligibility: Open to students in good academic standing who have passed the comprehensive examination with a PhD pass or higher.

Application: To apply, eligible students must provide a letter of interest, a curriculum vita, and a two-page single-spaced proposal. The proposal must present a research problem, a justification of the significance of the research, the proposed analytical methodology, a time frame, and plans for presentation/publication of the results of the project. Submit application materials to Dr. Bruce Huckell, Director, Maxwell Museum.

Hibben Legacy Dissertation Scholarships

Application Deadline: Spring, date to be announced by email on the graduate listserv

Nature: To support dissertation research in Southwestern United States archaeology in which Maxwell Museum collections are a central focus

Amount: \$10,000

Duration: 1 calendar year, with the possibility of renewal for a second calendar year

Eligibility: Open to students in good academic standing who have passed the specials examination

Application: To apply, students must submit a letter of interest, a curriculum vita, and a completed dissertation proposal. Submit application materials to Dr. Bruce Huckell, Director, Maxwell Museum.

Latin American and Iberian Institute (LAII)

LAII Field Research Grants <http://laii.unm.edu/aid.php>

Time period for Applications: October (for projects November-March) and March (for projects April-September)

Nature: Amount variable, but small seed grants (4-8 weeks)

Eligibility: As for LAII PhD Fellowship. Grants are designed to support preliminary research that will enhance your chances of funding from other sources. Student must demonstrate contacts with scholars in the country where research will take place.

Nomination: **To LAII:** Self-nomination using forms available from LAII.

LAII PhD Fellowship <http://laii.unm.edu/aid.php>

Application Due: Self Nominate to Department 1st Friday of Spring Semester – Final application with dept support due by: TBA

Nature: \$10,000 plus tuition; award renewable for 2-3 years (depending upon acceptable progress in the program and subfield considerations)

Eligibility: Full-time student with outstanding academic record, US citizen or permanent resident, research in Latin American or Iberian areas, and have passed specials.

Nomination: **To Department:** Self-nomination. Provide subfield graduate advisor with a letter of application, a copy of the vita, and a dissertation proposal or outline. Subfield will rank applicants, and the list will be given to the Graduate Committee for final decision. Anthropology can nominate 3 or 4 students for the award. Nominated students will be required to prepare required application materials

LAII Foreign Language and Area Studies Fellowship (Title VI Fellowship) <http://laii.unm.edu/aid.php#Fellowships>

Application Due: Nominate to Department 1st Friday of Spring Semester. Final application with dept support due by: TBA

Nature: \$14,000 plus tuition

Eligibility: Full-time MA or PhD student, US citizen or permanent resident or intend to become citizen; priority is accorded students integrating area studies with economics, geography, linguistics, sociology, or the humanities; must enroll in a 3-unit literature, language, or linguistics class at 300 level or higher each semester of the award (normally Spanish or Portuguese); must have completed at least 18 hours of credit in Spanish or Portuguese language classes, and have “potential for high academic achievement based on GPA, class rank, GRE scores, or any other measures.” This is designed to support intensive language study related to the student’s dissertation and career development

Nomination: **To Department:** Self-nominate to subfield using forms available from LAII, including the 300-500-word statement of purpose outlining your academic and career plans, your intended program of language study if awarded, and the expected role of the language(s) to be acquired in your academic and professional plans.

Other Sources of Aid

UNM administers student loans including short-term emergency loans. UNM also administers a number of other such funds, as well as work-study and student employment programs. In addition we encourage graduate students to investigate outside sources of funding for study/research. The Office of Research will assist in learning how to use MIDAS Server that allows researchers to search numerous databases for funding information about federal and private grants, contract opportunities, fellowships and sponsored research support."

URLs for Applications and/or Further Information on funding Sources: Office of Graduate Studies (OGS)

<http://www.unm.edu/~grad/funding/funding.html> Graduate and Professional Students Association (GPSA)

<http://www.unm.edu/~gpsa/about/info.htm> Latin American and Iberian Institute (LAII) <http://laii.unm.edu/>, MIDAS:

External Funding (various sources) check http://research.unm.edu/funding_opportunities/

Frieda Butler Award

\$400-\$450 and a public lecture (TBA) in November

The Frieda D. Butler Award is given annually by the department of anthropology to honor the memory of Mrs. Butler, who established an endowment in 1975, when her grandson, Dr Richard A. Barrett, was a member of the department faculty. In 1981 Butler's daughter Margaret A. Barrett requested that a portion of the fund's income be used for a "a small award to a promising graduate student in anthropology."

Application Deadline: 1st Friday of Fall Semester

Nature of the award:

1. Student receives an honorarium of approximately \$400-450
2. Student delivers a public lecture (TBA) the 1st Wednesday in November, 7pm, Anthropology room 163

Eligibility:

1. Has an exceptional academic record
2. Is at least in the semester in which s/he completes the Master's Degree
3. Has not yet taken the Doctoral Specials Examination
4. If the M.A. or qualifying exam is on hand, it must have been received no more than three years ago
5. Has done some primary research including fieldwork or museums collections analysis that forms the basis of the lecture

Student Self-nomination Procedure to the Subfield

1. Submit self-nomination materials to the subfield graduate student representative
2. Submit letter of intent providing a title and a brief description of the lecture that will be presented.
3. Provide a copy of a Curriculum Vita

Subfield Nomination Procedure:

1. Ascertain that potential candidate is eligible
2. Ascertain the candidate is able to give lecture in November
3. Be prepared to make a short presentation on the candidate's qualifications at the next faculty meeting
4. Be prepared to introduce the successful candidate to the audience before the talk
5. Prepare and submit a succinct, written nomination for review by the Graduate Committee
6. Forward the name of the selected candidate and a copy of the nomination materials to the Graduate Committee for a final decision who must submit a nominee to Maxwell by mid September.

Responsibilities of Butler Awardee:

1. Prepare for Public Programs Coordinator of the Maxwell, no later than mid September
 - a. Name of Candidate as s/he wishes it to appear in print
 - b. Title of talk
 - c. Brief description of the talk and any audio-video equipment needed
 - d. Short biography for publicity purposes
 - e. A list of the people to be invited
 - f. Send announcement to listserv and make sure the Dept posts flyers by 2 weeks prior to lecture

Give the lecture on the selected date, bearing in mind that the presentation is for a general audience

Responsibilities of Subfield from which an Awardee is selected:

1. Inform the successful candidate immediately of his/her responsibilities (above)
2. Assist the winner as necessary in preparing an appealing lecture for a general audience
3. Assign a subfield faculty member to introduce the winner to the audience

Frieda Butler Award

Previous Recipients

Luann Wandsnider (Archaeology)	1981
Monica Goubaud (Ethnology)	1982
Brittmarie Perez (Ethnology)	1983
Mark T. Lycett (Archaeology)	1985
Jorg Opherck (Ethnology)	1986
Russell Greaves (Archaeology)	1987
Miguel Leatham (Ethnology)	1988
Michael Alvard (HEE)	1989
Phillip Montoya (Ethnology)	1990
Trenton Holliday (Biology)	1991
Wendy Bustard (Archaeology)	1992
Thomas Berger (Archaeology)	1993
Charles Keckler (HEE)	1994
Anne Weaver (Biology)	1995
Marcia Mikulak (Ethnology)	1995
Erika Hill (Archaeology)	1996
Marit Munson (Archaeology)	1997
Erik Ozolins (Biology)	1998
Scott Wilson (Ethnology)	1984
Mike Gurven (HEE)	1999
Leslie Lopez (Ethnology)	2000
Briggs Buchanan (Archaeology)	2001
Hannah Dodd (Archaeology)	2002
Mario Millones (Archaeology)	2003
Sara Jamieson (Ethnology)	2004

Ruth E. Kennedy Award

\$100 and a public lecture (TBA) in spring

The Ruth E. Kennedy Award is given annually by the Maxwell Museum of Anthropology to honor the memory of Ruth E. Kennedy, wife of Edwin L. Kennedy, a major donor to the museum. Initiated in 1981, the award recognizes Mrs. Kennedy's abiding interest in public education.

Nature of the award:

Student receives an honorarium of approximately \$100 and delivers a public lecture (TBA) the 1st Wednesday in April, 7pm, Anthropology room 163.

Application Deadline: 1st Friday of Spring Semester

Eligibility:

1. Ph.D. with an exceptional academic record
2. Must have passed Ph.D. Special Exam
3. Dissertation prospectus must be approved
4. Dissertation research must be completed and at least in the analysis phase
5. If dissertation is completed, the defense must have been in the past year

Student Self-nomination Procedure to the Subfield

1. Submit self-nomination materials to the subfield graduate student representative
2. Submit letter of intent providing a title and a brief description of the lecture that will be presented.
3. Provide a copy of a Curriculum Vita

Subfield Nomination Procedure:

1. Ascertain that potential candidate is eligible
2. Ascertain the candidate is able to give lecture in April
3. Be prepared to make a short presentation on the candidate's qualifications at the next faculty meeting
4. Be prepared to introduce the successful candidate to the audience before the talk
5. Forward the name of the selected candidate and a copy of the nomination materials to the Graduate Committee for a final decision who must submit a nominee to Maxwell by February.

Responsibilities of Kennedy Awardee:

1. Prepare for the Public Programs Coordinator of the Maxwell, no later than mid February:
 - a. Name of Candidate as s/he wishes it to appear in print
 - b. Title of talk
 - c. Brief description of the talk and any audio-video equipment needed
 - d. Short biography for publicity purposes
 - e. A list of the people to be invited

Give the lecture on the selected date, bearing in mind that the presentation is for a general audience

Responsibilities of Subfield from which Awardee is selected:

1. Inform the successful candidate immediately of his/her responsibilities (above)
2. Assign the winner as necessary in preparing an appealing lecture for a general audience
3. Assign a subfield faculty member to introduce the winner to the audience

Ruth E. Kennedy Award

Previous Recipients

Jill Drayson Sweet (Ethnology)	1981
Lawrence C. Todd (Archaeology)	1982
Peter M. Whiteley (Ethnology)	1983
Eileen L. Camilli (Archaeology)	1984
Sharon Brock	1985
Patricia A. McAnany (Archaeology)	1986
Thomas W. Killion (Archaeology)	1987
Mary C. Stiner (Archaeology)	1988
Jutta Brass-Dayle (Ethnology)	1988
Barbara Mills (Archaeology)	1989
Nancy Nelson (Ethnology)	1990
Paula Ivey (HEE)	1991
Marilee Schmit (Ethnology)	1992
Caroline Hartse (Ethnology)	1993
Miguel Leatham (Ethnology)	1994
Robert G. Franciscus (Biological)	1995
Wendy Bustard (Archaeology)	1996
Trent Holliday (Biological)	1997
Arthur Martin (Ethnology)	1998
Beth Baker-Cristales (Ethnology)	1999
Laura McNamera (Ethnology)	2000
Karen Stocker (Ethnology)	2001
David Kilby (Archaeology)	2002
Kenneth Nystrom	2003
Thomas McIlwraith	2004

Karl H. Schwerin Graduate Fellowship In Ethnology

The Karl H. Schwerin Graduate Fellowship in Ethnology is awarded annually by the Department of Anthropology. Professor Schwerin of the department faculty endowed the fellowship, which was first awarded in 1998

Nature of the award:

1. Variable award depend on interest drawn from an endowment account.
2. Awards in previous years were approximately \$350-\$500
3. Recipient chosen in the spring (mid April) for the following fall semester
4. The fellowship is an annual award and should be paid on a yearly basis
5. May be awarded to the same student in successive years providing the student is making satisfactory academic progress toward a degree

Eligibility:

1. Deserving graduate students pursuing a course of study in ethnology or cultural or social anthropology
2. Fellowship awarded to students who have not yet begun doctoral field research.
3. Fellowship awarded only to an individual who has not received other support
4. Primary consideration will be based on scholastic ability and research potential
5. Consideration will be given to students who can demonstrate financial need

Subfield Nomination Procedure (Ethnology only):

1. Ascertain that potential candidate is eligible.
2. A committee consisting of the Chair of the Department of Anthropology and two faculty representatives from the department's programs in ethnology, cultural anthropology or social anthropology shall select recipients of the annual graduate fellowship award in accordance with the normal criteria used to select any and all fellowship winners.
3. Student's ethnology faculty graduate advisor must notify the successful candidate
4. Student's ethnology faculty graduate advisor must notify the department accountant
5. Student's ethnology faculty graduate advisor must notify the program advisement coordinator
6. Student's ethnology faculty graduate advisor must notify Dr. Karl Schwerin

Previous Recipients

Sarah Horton	1998-1999	Jill Ahlberg	2002-2003
Jasmine Gartner	1999-2000	Thomas Kies	2003-2004
Lavinia Nicolae	2000-2001	Sara Jamieson	2004-2005
Steven Gooding	2001-2002	Emira Ibrahimasic	2005-2006

New Mexico Folk Lore Scholars Endowment

Application Deadline: September 30th

Nature of the Award:

3. Student receives an honorarium of approximately \$750
4. Student delivers a public lecture (TBA) 1st Wednesday in March, 7pm, Anthropology room 163

Eligibility:

1. Anthropology graduate or undergraduate student with an exceptional academic record
2. Student has been involved in some investigative research and writing in the area of New Mexico Folk Lore that is part of a larger project such as an honors paper or graduate thesis
3. Student is able to present a lecture on a paper or dissertation in the area of Folklore with a preference given to SW Folklore which could include interests such as tourism, folklore, ethno-history, cultural representation

Student Self-nomination Procedure to the Subfield

4. Submit letter of intent providing a title and a brief description of the lecture that will be presented.
5. Submit an abstract or paper of folklore research and/or writing

Subfield Nomination Procedure:

7. Ascertain that potential candidate is eligible. Student selected in Fall for Spring award.
8. Ascertain the candidate is able to give lecture in the Spring semester
9. Someone in the subfield, preferably the student's advisor should be prepared to introduce the successful candidate to the audience before the talk
10. Prepare and submit a succinct, written nomination for review by the Graduate Committee
11. Forward the name of the selected candidate and a copy of the nomination materials to the Graduate Committee for a final nominee decision in late October.
12. Present nominee to Marta Weigle, as the only folklore society member available, for final approval of the candidate

Responsibilities of the Folklore Awardee:

2. Prepare the following for the Public Programs Coordinator of the Maxwell by end of January
 - a. Name of Candidate as s/he wishes it to appear in print
 - b. Title of talk
 - c. Date of talk
 - d. Brief description of the talk and any audio-video equipment needed
 - e. Short biography for publicity purposes
 - f. A list of the people to be invited

Important note: Give the lecture on the selected date, bearing in mind that the presentation is for a general audience

Responsibilities of Subfield from Which an Awardee is Selected:

4. Inform the candidate of his/her success
5. Inform the successful candidate immediately of his/her responsibilities (above)
6. Forward the name of the finalist to the department Accountant and Program Advisement Coordinator to insure timely processing of the award
7. Assist the winner as necessary in preparing an appealing lecture for a general audience
8. Assign a subfield faculty member to introduce the winner to the audience

Most Recent Recipients

Sarah Horton	1999-2000
Jill Ahlberg	2003-2004

What to Include on Curriculum Vitae

Part of the application process for most funding sources is preparation of a Curriculum Vitae (CV). You will also need a CV when you apply for jobs or outside funding agencies for support. A standard format is provided below, but first please note the following:

- a. Be consistent with your dates
- b. Omit heading categories if you have nothing to put in them (Books or Wards)
- c. Never put oral presentations in with publications. These must be listed under separate headings
- d. Do NOT pad your CV—it is obvious to everyone when you do so.
- e. Use professional quality white or off-white paper and normal type-face. Colored paper and flowery script are not acceptable in professional circles.

The CV is a summary of your academic and/or professional career. The CV differs from a resume in that the latter is oriented more towards emphasizing your skills and interest in obtaining employment in a business context. The CV is a personal document—don't feel awkward about presenting it in your own personal style. There are certain basic kinds of information that will be looked for. Those categories are listed below. As a student, you probably will not have relevant information for all of these categories, or in some instances, only one or two items. Do not worry about it! As your career grows, so will your CV. Keeping it on a computer will facilitate adding to and modifying the document to keep pace with your professional growth.

- I. Personal Information
 - i. Name
 - ii. Address
 - iii. Date/place of birth, citizenship, ethnicity, marital status, # of children (all optional)
- II. Educational History
 - i. Institution, dates, degree(s) earned (indicate honors), major field of study
 - ii. Repeat above as appropriate
 - iii. Thesis/dissertation title, name of thesis/dissertation director (list as appropriate)
- III. Professional Employment History
 - i. Job title, employment organization, address, dates of employment (if academic or professional - no ice cream shops)
- IV. Professional Honors
 - i. Professional honors or recognition (fellowships or awards).
- V. Professional Specializations
 - i. **Briefly** list areas of professional expertise and/or interest (as appropriate). It is usually helpful to separate topical specialization from area interests
- VI. Publications
 - i. List with most recent publications first. Follow the style of the American Anthropologist, the American Journal of Physical Anthropology, or American Antiquity. Note that the style differs somewhat for journal articles, chapters in books, books, etc.
- VII. Participation in Professional Meetings
 - i. Papers presented. List title, name, place and date of meeting.
 - ii. Participation as organizer and/or chair of a session. List name of session, name, place and date of meeting.
- VIII. Research
 - i. List any research projects you have worked on including: Title of research, name of principal investigator, dates of research, funding organization (optional –amount of research award).
- IX. Specialized experience that is professionally relevant such as, living abroad, extensive travel
 - i. Voluntary activities.
- X. Teaching Experience
 - i. List titles of courses, nature of teaching responsibility.
- XI. Professional Service
 - i. Officer in a professional organization, service on committees for professional organizations, referee for papers or manuscripts submitted to journals or publishers, referee for research proposal, etc.
- XII. Professional Memberships
 - i. Category of membership (i.e. student, associate, fellow, etc.), name of association or society.
 - ii. Where appropriate, list offices held or committees you have served.