To: CALS Directors of Graduate Programs  
From: Dr. Lisa Guion Jones  
CC: Dean, Associate Deans, Department Heads, CALS Diversity Council  
RE: Dean’s Graduate Research Assistantship  
Date: November 13, 2013 (Revised)

The Program
Now in its fifth year, the goal of this assistantship is to increase the number of students from underrepresented groups completing graduate degrees in the agricultural and life sciences at NC State. The Deans Graduate Research Assistantship is aimed at recruiting highly competitive graduate students from underrepresented groups who will be required to:

- Maintain a 3.0 grade point average.
- Perform and complete original research/experimental work.
- Submit an abstract to an annual meeting/conference in their discipline.
- Assist the CALS Office of Diversity Affairs with underrepresented student recruitment or retention programs during the tenure of their assistantship.
- Serve as one of the graduate student representatives on the CALS Diversity Council during the tenure of their assistantship.

Eligibility
An examination of trend data reveals that there are groups that have been historically and chronically underrepresented in CALS graduate degree programs and continue to remain the most underrepresented today. A strategically focused, genuine effort to address this issue mandates that efforts are made to recruit and retain underrepresented students. Applicants must:

- Be formally admitted to a graduate degree program in the agricultural or life sciences in a NCSU-CALS department.
- Be a new, full-time graduate student (The purpose of this assistantship is to recruit new students. Thus, continuing or current NCSU undergraduate or graduate students are not eligible.).
- Be a U.S. citizen or a permanent resident.
- Complete the Supplemental Application Form to describe experience(s) working with underrepresented minority populations.
- Not have funding other than the NCSU Graduate School Diversity Enhancement Recruiting Fellowship and/or Diversity Enhancement Grant (This assistantship cannot run concurrently with other fellowships from NIH, NSF, HHMI, ASM, USDA, DOD, or any other organization/entity).

Applications from underrepresented minority students are encouraged. Students can not apply directly.

Funding
For Fall 2014, there will be up to two DGRAs available. First, there will be one assistantship for a Ph.D. student that provides a maximum total stipend up to $25,000 a year for two academic years of study with the department agreeing to provide two additional years of funding at the same funding level or higher. Second, there will be one assistantship for a M.S. student that provides a maximum total stipend up to $20,000 for one...
academic year of study with the department agreeing to provide the second year of funding at the same funding level or higher. **Departmental funds can come from any source and be in the form of a TA or RA.**

Students will receive monthly stipend payments. Tuition and health insurance for the selected students is also covered through the graduate student support plan. Fees must be paid by the department or the student. **Thus, for Fall 2014, we are accepting applications for both M.S. and Ph.D. students.** The Diversity Council may opt to select two doctoral or two M.S. students based on the qualifications of the applicants.

**Criteria for Selection**

In addition to meeting all eligibility requirements, other criteria for selection includes: academic record, educational background, as well as evidence of exceptional personal talents, unique service experiences that target underrepresented individuals/communities, and involvement in student and/or community organizations that target underrepresented individuals/communities. **Current NC State students are not eligible.**

**Selection Committee:** CALS Diversity Council

**Deadline**

The deadline for receipt of Fall 2014 application materials is 12 noon on February 21, 2014. If there are no applicants or none who are meritorious for the Fall 2014 assistantship, then applications may be provided for new students entering in the Spring 2015 semester.

**Application Guidelines**

By the above deadline, Directors of Graduate Programs must mail or deliver to Dr. Lisa Guion Jones a: 1) copy of the students’ complete Graduate School application package (official transcripts, letters of recommendation, etc.), 2) name of the student’s graduate faculty research mentor, 3) short statement detailing why this student should receive the assistantship, 4) supplemental application form completed by the student(s), and 5) Letter of Commitment for continued financial support in the form of a Research Assistantship (not a TA) in an equal or greater amount for one year if submitting for a M.S. student and two years for a Ph.D. student. This letter must be signed by the Department Head. **Incomplete application packets will not be considered. Students can not apply directly.**

**Please submit application materials to:**

Lisa Guion Jones, Ed.D., CCDP/AP, CDP
Associate Director of Academic Programs and
Assistant Dean for Diversity, Outreach and Engagement
Professor of Agricultural and Extension Education
College of Agriculture and Life Sciences
NC State University, Box 7601 (104 Patterson Hall), Raleigh, NC 27695

**Questions:** Contact Dr. Jones at 919-513-0489.