

Guidelines for Awarding of Graduate Fellowships and Assistantships

May 24, 2017

These guidelines are intended to: (1) ensure that we maximize resources in order to continue our intention to fully support graduate students in our program for six years, (2) ensure that all faculty have roughly equitable resources available to them to support their students, and (3) motivate students to successfully complete their program in a reasonable amount of time.

Named/Endowed Fellowships:

The department has a number of named Fellowships that are supported by endowments to the Physics Department. Unless otherwise specified by the individual endowment, these are **merit-based** and should be used to recruit entering graduate students when possible.

At the beginning of the Winter Quarter the Vice-Chair for the Graduate Program (VCGP) should provide the Chair of the Recruitment Committee with a list of available Named/Endowed fellowships available to be used for admissions. The Recruitment Committee will then offer these Fellowships to the top candidates as an inducement to come to Davis.

If the Fellowships are not awarded during recruitment, they may be awarded to students already in our program **based on merit** as defined by the Graduate Curriculum Committee (GCC). The awards are primarily for students at the beginning of their research career unless a Fellowship specifies a research subfield or is explicitly directed at specific types of students. This will be done by soliciting the faculty for nominations during the subsequent Fall term via a standard form prepared by the GCC. The GCC will review the nominations and decide which (if any) nominees should receive the Fellowships. It is not necessary to award a Fellowship if no candidate meets the merit criteria. Some named fellowships have additional criteria. A list of named fellowships is attached as an appendix.

Work-Study

Graduate Studies allocates Federal Work-Study (FWS) awards to graduate programs to be used in conjunction with Graduate Student Researcher (GSR) positions. This allocation is designed to give graduate programs additional funds that may be used for the support of U.S. Citizen or Permanent Resident graduate students who show **financial need**. Application for these will be coordinated by the VCGP by an opportunity announcement to the faculty, who will submit their requests on a standard form. The VCGP will decide which students will receive work-study awards. **Partial support as a GSR is a requirement to be considered for this program.** On a quarterly basis, the VCGP will provide the Department and GCC Chair with a list of students, cumulative for the academic year, who applied for and received FWS.

Block Grant

Priority for these funds will be to students supported by grants and fellowships that do not allow tuition payments, and to new faculty. In addition, advisor contributions toward student support are strongly encouraged and will be a major factor in determining

priority for these funds. All recipients should have acceptable teaching records. Indeed, strong teaching can be a consideration for these awards. If needed, block grant fellowships will also supplement TA positions to ensure funding for up to three graduate students per advisor who are making good progress in the program. Applications will be coordinated by the VCGP through an opportunity announcement to the faculty, who will submit their requests on a standard form. The VCGP will recommend to the Department Chair how the funds will be allocated and the Chair will make the final decision after consultation with the GCC Chair.

Teaching Assistantships

Teaching assistantships will be awarded by the VCGP in consultation with the VC for the Undergraduate Program (VCUP). They are awarded based on the needs of the department for teaching and the desire to support all the students in the Physics program, if possible. Priority will be given to students entering the program and students receiving partial support from other sources, which will maximize available funds. Students working with advisors from programs outside Physics will have lower priority.

As a guideline, an advisor should not expect **more than nine quarters** of departmental support for his or her students in the third year and above in any academic year. An advisor needing support for more than three students in any quarter should provide the VCGP a written request for why the additional support is needed. The VCGP will review the request and make the decision as to whether or not to grant the extra support. Requests to take on a new student when an advisor already has three or more unfunded senior students will need particularly strong justification. On a quarterly basis the VCGP will inform the Department and GCC Chair of the requests that were made and the decision on each.

Summer Support

The department typically guarantees support for the summer after the first year but not beyond that. However, the department's goal is to provide each student not supported through GSR with a summer TA or block grant fellowship equivalent to at least 50% time for 6 weeks. Priority will go to more junior students, international students, and effective TAs. Students working with advisors in other departments and students not making good progress should not expect summer funding, although they may receive TA assignments if spots are available. To be considered as making good progress, students must have a tentative research advisor by May of the second year, must advance to candidacy by June of the third year, and must have a reasonable timeline for all remaining work towards the dissertation by May of the fifth year.