Date: March 19, 2014
Memo To: UMM Faculty and Staff
From: Bart D. Finzel, Vice Chancellor for Academic Affairs and Dean
Subject: 2014-2015 Morris Student Administrative Fellows (MSAF)

In recognition of the value of academic employment to the intellectual development of students and of the opportunities thus provided to assist campus offices in their work, the University of Minnesota, Morris will award non-renewable stipends of up to $2,000 per academic year to students who will serve as teaching assistants to sponsoring faculty, interns in offices and programs on campus. We will award MSAFs for substantive, academically enriching, projects involving students in responsible managerial or technical positions working with faculty and staff mentors. The stipends for the MSAF Program will be based upon the number of hours the unit expects the student to work each week, ranging from 3-4 hours a week ($500 per semester, $1,000 per academic year) to 6-8 hours per week ($1,000 per semester or $2,000 per academic year).

MSAF students are to undertake assignments that enhance their intellectual competence, enrich their academic program, or hone their technical skills. Projects that qualify should involve greater complexity than typical work-study assignments. Stipends will be available for proposals submitted from all units of the campus, with projects providing the greatest opportunity for student enrichment being given priority.

To be eligible for this program, students must have a 2.25 GPA and are required to carry a minimum of 12 credits each semester while working as an MSAF. No exceptions can be granted. Students may hold an MSAF in conjunction with other forms of aid, up to the limits of their eligibility and campus policies on multiple sources of aid. Holding an MSAF will not disqualify students from holding another MSAF in a subsequent year. Indeed, sponsors are encouraged to develop 3-4 hour per week MSAF positions that provide the necessary skills or background for the student to qualify for more substantive positions with the same sponsor in subsequent years. Holding an MSAF does not disqualify a student from being awarded a MAP in their junior year, although students may not hold a MAP and a MSAF concurrently. Because MSAFs carry stipends, they are non-credit bearing; and a student may not use them to earn academic credit.

Proposals from faculty should be submitted to their Division Chair. Staff members should submit proposals to their unit head. Application forms are available from the Dean's Office and are available online at the website listed below. Applications must be received in the Dean's Office by Monday, April 7.

Call 589-6015 or e-mail petersdk@morris.umn.edu for further information. Visit the website at http://www.morris.umn.edu/services/acad_affairs/aavarious.html#fellows.