

ASIANetwork - Luce Foundation
Postdoctoral Teaching Fellow Program
Providing grants for the employment of Teaching Fellows in Asian Studies

Grant Application Guidelines: 2024-25/26
Application Deadline: December 1, 2023

One- and two-year grants available
Previous recipient colleges eligible to apply
Incentives for historically under-resourced institutions

Eligibility

Only U.S. ASIANetwork member colleges and universities are eligible. Please visit our membership benefits page for information on how to join ASIANetwork. Colleges must be members of ASIANetwork during the year prior to making application for a grant. Membership must be maintained throughout the duration of the grant. Applicants for the 2023-25/26 program must have been member of ASIANetwork in AY 2021-22. Previous recipients of an ASIANetwork - Luce Teaching Fellow grant are eligible.

Selection Criteria

Among many criteria, the Selection Committee will pay special attention to the applicant college's programs and needs in Asian Studies, opportunities for the teaching fellow, and potential for building on the fellow's contribution to curriculum development in subsequent years. For institutions that have previously received grants from ASIANetwork, the implementation and reporting of the prior grant(s) will be considered.

Timeline and Procedures

Application deadline: December 1, 2023

Notification of selected host colleges: Late December 2023/Early January 2024

Deadline for acceptance of the award: January 14, 2024

Host colleges send final job description to the Program Director: February 1, 2024

Host colleges begin to advertise the position: Winter/spring 2024

AN publicizes the 2021-22/23 position openings: Winter/spring 2024

AN sends grant funds to the host colleges: Early August 2024

Teaching fellows submit their interim &/or final reports: May 31, 2025/26

Mentors submit their interim &/or final reports: June 30, 2025/26

Program Objectives

1. Advance the primary mission of ASIANetwork to support teaching about Asia at our member colleges by bringing recent recipients of doctoral or terminal graduate degrees with Asian specializations to member campuses to enrich Asian Studies programs through teaching and interacting with students, collaborating with faculty, enhancing the curriculum, and participating in the intellectual and cultural life of the host college.

2. Mentor young Asianists as liberal arts college faculty members by immersing them in the teaching life of a host college. ASIANetwork faculty members are distinguished by their commitment to teaching. The Postdoctoral Teaching Fellow Program will allow them to share their passion for teaching with a younger generation of scholars. The postdoctoral fellowship offers the teaching fellows an opportunity to gain valuable teaching experience that will strengthen their career options.

Host College Responsibilities

The Teaching Fellow is hired and compensated by the host college through partial funding provided by the ASIANetwork - Luce Foundation Postdoctoral Teaching Fellow Program.

- Set up a search process following host college procedures and Program guidelines and expectations
- Define the position broadly in order to reach out to a large pool of potential candidates; for instance, a position in ethnomusicology with any Asian expertise or a position in Japanese Studies without a disciplinary designation is preferable to an historian of Japan or a sociologist of China.
- Include criteria from “Qualifications of the Teaching Fellow” (below) in the job description.
- Consider these possible places to advertise:
 - *Chronicle of Higher Education*
 - Association for Asian Studies
 - H-Net (web)
 - HigherEdJobs.com (web)
 - InsideHigherEd.com (web)
 - Professional organizations in the discipline
 - Individual mailings to research universities and college alumni
- Initiate hiring process using host college policies and procedures
- Enter into a contractual relationship with the teaching fellow
 - The selection of the fellow is the responsibility of the host college. Contractual and other employment arrangements, including the provision of health insurance and other benefits, are between the host college and the teaching fellow. The position is full time with half-time teaching load (maximum 2 courses/semester) and half-time research.
 - ASIANetwork will disburse grant funds only upon receiving a copy of the contract signed by the teaching fellow. No financial support will be given to host colleges that fail to engage a teaching fellow. Colleges that experience a failed search will be given the option of deferring the grant to the following year. Two consecutive failed searches will result in forfeiture of the grant. ASIANetwork will not provide reimbursement for any expenditure related to a failed search.
- Designate a senior (tenured) faculty mentor to work with the teaching fellow
- Assist the fellow with resettlement by providing campus housing options, reimbursement for moving expenses, and other benefits whenever possible

- Provide office space and a computer for the fellow
- Provide the fellow with mentoring and other opportunities to work with other host college faculty members
- Provide professional development opportunities to the fellow
- Provide health insurance to the fellow
- Send the faculty mentor to the ASIANetwork annual conference during the year of the search for a teaching fellow. Incentives for historically under-resourced institutions are available to offset mentor conference travel costs.
- Send faculty mentor to accompany the teaching fellow to the ASIANetwork annual conference during the year or years of the fellowship. Incentives for historically under-resourced institutions are available to offset mentor conference travel costs.
- Provide funds for the postdoc fellow to attend the ASIANetwork annual conference during the second year of the fellowship (AN provides the fund for the first year)
- Administer the funds allocated by the grant
- Assume full responsibility--and release ASIANetwork and all of its directors, officers, advisors and employees of any liability--for any and all risks and damages arising out of any activity undertaken in connection with the grant
- Submit interim and final reports to ASIANetwork
 - Upon receipt of the final report, ASIANetwork will disburse to the college the additional funds designated as a stipend for the mentor.

Qualifications of the Teaching Fellow

Fellows should have earned a doctorate or terminal degree from a North American university within the prior 3 years (no earlier than Spring 2021). Applicants who are ABD may be considered, provided that they have a scheduled completion date prior to the beginning of the fellowship year verified by their graduate advisor. Although the academic discipline is not specified, the fellow's graduate coursework and research experience must have Asia as its focus.

Program Director

Chris Herrick
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Application Submission Details

After completing the on-line application form, applicants must upload the following narrative as a *single MS Word or PDF file* by the date specified above. Please include the headings below as an organizational framework. Applicants should use Times New Roman with a 12 pt. font, one-inch margins, and normal line spacing that best fits the information being presented.

Proposal Narrative

The expected length of the proposal is 5 - 7 pages.

A. The College

1. Brief description of the college
2. Full-time undergraduate enrollment
3. Number of teaching faculty (full-time equivalent)

B. Asian Studies Program

1. Asian Studies faculty members
Include the name, title, department, and employment status (e.g., tenured, tenure-track, adjunct, postdoctoral fellow)
2. Asia-related majors and minors
List any Asia-related majors and minors. Also include other majors/minors with significant Asian requirements. Include the number of graduates over the previous 3 years for each major and minor.
3. List the department(s) and/or program(s) that the fellow would join
4. College's need for the teaching fellow
Explicitly indicate the length of the postdoc grant applied for and explain why. Include information about the anticipated immediate and long-term impact of the fellow's contributions to the college.
5. Campus and other professional resources and opportunities available to fellow. For examples, see Resources for Colleges and Fellows on the teaching fellow program website.

C. The Teaching Fellow

1. Description of the teaching responsibilities of the proposed teaching fellow
Include specific course titles or a general description of the expected courses.
2. Tentative plan for the teaching fellow
List the professional development, mentoring, and other opportunities that will be

available for the fellow during the academic year, such as collaborative opportunities through consortial membership, research/professional development on and nearby campus, etc.

3. Salary and benefits

Include any supplements to the fellow's salary beyond the amount provided through the grant, the nature of health and other related benefits, funds to support the fellows research and conference presentations beyond attending ASIANetwork's annual conference, etc. In order for the selected host colleges to receive funds from the grant, this information may not be changed without the approval of the Program Director.

D. Recruitment and Hiring of the Teaching Fellow

1. Tentative job description (long version)

The description you intend to post on your college website

2. Plans for advertising the position

Include the names of publications, web sites, listservs, and other means of advertising.

3. Recruitment timeline

Provide appropriate detail, including a discussion of fallback options for recruitment if a resurgence of COVID- 19 restricts on-campus interview visits.

E. Grant History

1. List of Asian-related grants received by the college during the previous 5 years and proposals currently pending or under development

Include the funding agency, amount of funding, purpose of the grant, and year(s) of support. Do not include grants to individual faculty members, only those in support of college-wide programs.

2. List of ASIANetwork grants received by the college **or** individual faculty members during the previous 5 years

Include the AN program, the name of the person who received the grant, and the year(s).

F. Letter of support from the Academic Dean

The letter may be uploaded as a separate PDF file and must include the following:

- statement of commitment to the hiring of the teaching fellow
- statement that the fellow will be provided health insurance
- statement affirming that once the award is received, the college assumes full responsibility for any and all risks and damages arising out of any activity undertaken in connection with the grant, and releases ASIANetwork and all of its directors, officers, advisors and employees of any liability
- statement that the college will send the faculty mentor to the ASIANetwork annual conference in the year of the search and in the year or year(s) that the

- fellow is on campus.
- if applying for two years, statement that the college will send the postdoc fellow to the ASIANetwork annual conference during the second year

ONLINE FORM INFORMATION

This information must be entered into the on-line application.

Name and contact information of person primarily responsible for writing the grant. *This person typically would be a senior faculty member, chairperson, or dean with Asian experience and/or Asian Studies responsibilities.*

Name and contact information of the Academic Dean providing the letter of support.

Name and contact information of proposed mentor for the teaching fellow program. *This is the person with whom ASIANetwork will correspond regarding the grant and who will be responsible for submitting the final report.*