

# Dashiell Travel Award Guidelines

Mary Schiller Myers School of Art  
The University of Akron

**Due Date: Friday, October 23, 2015 by 12:00noon**

**The Malcolm J. Dashiell scholarship fund was created in 1997 through an estate gift from Janet Dashiell Gardner in memory of her husband who taught sculpture at The University of Akron for 17 years and helped establish the Bachelor of Fine Arts degree program. Earnings from this endowed fund will be used to provide financial assistance to students majoring in art for educational travel experiences, including foreign travel, sponsored study abroad, workshops, seminars, field trips, independent study, conferences, and travel to temporary and permanent exhibits which relate to art studies.**

## Purpose of Award

The Dashiell Travel Award provides students in the Myers School of Art **partial support** for educational travel. Appropriate opportunities include:

- study abroad with a daily art-related itinerary, whether or not sponsored by the Myers School of Art;
- art workshops such as those offered at Penland, Cortona, or Arrowmont;
- art seminars and conferences such as SPE (Society for Photographic Education), SNAG (Society for North American Goldsmiths), NCECA (National Council on Education for the Ceramic Arts), or AIGA (American Institute of Graphic Arts); and
- travel to temporary and permanent art exhibits, including foreign travel.

**The maximum award amount in the Fall 2015 semester is \$1,000 per grant.**

## Timeline

There are two annual grant cycles for the Dashiell Travel Award, in fall and spring. Travel Awards can be used in either the current or subsequent term. Thus, FA 15 Travel Awards can be used in FA 15 or SP 16.

## Eligibility

Eligible for the Dashiell Travel Award are undergraduate students who:

- are currently enrolled in 6 credits of art studio, art education, and/or art history at the Mary Schiller Myers School of Art;
- have completed at least 12 credits of 7100 coursework at the Myers School of Art;
- have declared Art as your first and primary major; and
- have a **3.0 cumulative GPA with a 3.5 GPA in all 7100 classes**. This data can be found in your DARS.

Funding is not available for:

- graduating seniors in their final term;
- more than one Dashiell Travel Award application per student per semester;
- overseas travel more than once except in extreme circumstances;
- visits to graduate schools;
- group proposals;
- any student who has not yet fulfilled completely the requirements of any earlier grant or award issued through the Myers School of Art;
- any student not in good standing with the Office of Office of Student Conduct and Community Standards; or
- applications submitted after 5:00pm on the due date.

### **APPLICATION REQUIREMENTS**

Applications must include three copies of the following:

- Cover sheet
- Resume
- Proposal narrative
- Budget
- Documentation of Work, including an artist's statement if applicable
- Recommendation Letter (needed only if the application is required for a class)

Incomplete applications will be subject to reduced funding or rejected at the discretion of the committee.

### **Application Submission**

**Submit 3 copies of your complete application in the Folk Hall Front Office (Folk 103) by 12:00noo, Friday October 23, 2015. You must submit 3 SEPARATE, IDENTICAL, COMPLETE PACKETS. Each set of applications materials must be in its own 9x12 envelope labeled with your name.** Do not submit materials in a binder or portfolio.

### **Cover sheet**

The requisite cover sheet must be completely and accurately filled out; reformatted versions of the cover sheet are not permitted. If you need assistance determining your GPA or earned credit hours on DARS, please consult the Manager of Student Affairs. The cover sheet can be found on the last page of these guidelines.

### **Resume**

While resume formats are discipline specific, your resume for the Dashiell Travel Award should include school and community service, educational travel, exhibition history, extracurricular activities (e.g., employment, volunteer experience, activities, memberships, offices held) and any

other relevant professional experience. Sample formats for resumes by discipline can be found on the College Art Association website ([collegeart.org/guidelines/](http://collegeart.org/guidelines/)) or in The University of Akron Career Center ([uakron.edu/career/](http://uakron.edu/career/)).

### Proposal Narrative

Address the following in a well-written essay not to exceed 3 pages (750 words maximum).

1. Describe the type of educational travel the award will support (e.g., study abroad, conference, workshop, or other travel experience). Include travel dates, the sponsor of the trip (if appropriate), a detailed itinerary, and any additional applicable information. For programs with admission requirements, indicate the status of your application (accepted, waitlisted, etc.).
2. Explain in detail how this travel experience will help your academic and professional development. Mention any opportunities you will have to interact with professionals and experts in your field during the travel experience.
3. Describe the body of work or research project related to the travel experience. Explain your research and conceptual interests in the area(s) of art, design, art history, or education. This summary should be clear, concise, and free of technical terminology and jargon. Students are encouraged to cross-reference the sample(s) work submitted.
4. Discuss the need for project funding.
5. Address plans to engage the arts community in the Myers School and the University of Akron, and/or the broader local, regional, or national community post-travel to share what you have learned. This can be accomplished through a variety of creative ways, including an exhibition, high school visit (accompanied by faculty or staff), class visits (in conjunction with faculty), presentations, or process demonstrations. Be creative – the goal is to share your learning broadly and effectively with the greater Myers community.

### Budget

The Dashiell Travel Grant can be used to cover domestic and international travel costs; lodging; meals; local transportation while away from Akron; international health insurance (if purchased through the University of Akron); as well as appropriate registration and museum admission fees. Submit a detailed, comprehensive budget for your educational travel experience.

The travel budget must be reasonable and realistic. Funding is limited and applicants are expected to utilize award funds effectively. A lack of effort to obtain cost-effective transportation or lodging will be counted against an applicant. If an applicant requests funding for particularly expensive travel expenses, they must be justified.

Applicants must disclose all additional funding sources, including self-funded contributions. Applicants must also disclose if they will be compensated in association with this award. For example, if you will be paid for a service or lecture (including events intended to fulfill the community engagement requirement of the Dashiell Travel Award), this must be disclosed.

### Documentation of Work

Submit examples of your strongest work in order to support your application. Students are expected to select their work independently, without consulting faculty or others for advice. You are encouraged to refer to these examples of your work in the proposal essay.

- For studio majors: 5-10 images (8.5x11 color prints) documenting your work plus an artist's statement, if appropriate for your concentration. Images should be labeled with title, date, dimensions, and materials. If the work was created for a class assignment, note that in the caption as well.
- For art history majors: research paper.
- For art education majors: sample of curriculum development such as a full lesson plan with studio samples, electronic portfolios, or advanced research project.

### Recommendation Letter

If this application is **required for a class**, an individualized letter of recommendation from that faculty member must accompany your application materials. Only applications required for a course need to include a letter of support.

### Evaluation of Applications

All complete, eligible applications received before the deadline will be considered by the Scholarships and Grants Committee. The Scholarships and Grants Committee reserves the right to interview applicants. The committee members for Fall 2015 are:

Kate Budd, Associate Professor of Art, Sculpture  
Dr. Elisha Dumser, Chair, Assistant Professor of Art, Art History  
Dave Szalay, Associate Professor, Graphic Design  
Katie Timperio, Manager of Student Affairs  
Laura Vinnedge, Associate Professor, Painting and Drawing  
Hui-Chu Ying, Professor of Art, Printmaking

### Notification of the Award

Awardees will be notified by email of their Dashiell Travel Award.

### Award recipients must:

If selected to receive an award, you are obligated to:

- Meet with the Myers School of Art Budget Coordinator, Carolyn Jentner ([cj19@uakron.edu](mailto:cj19@uakron.edu); 330-972-8801; Folk 103D) to review the reimbursement process and paperwork.
- Before departure, submit a completed Travel Authorization Form to the Myers School of Art Budget Coordinator.
- Within 7 days of your return, submit a complete Travel Expense Form to the Myers School of Art Budget Coordinator. You must include original receipts for all expenses. If you fail to save a receipt, you forfeit that portion of the scholarship.
- **Submit a thank-you letter to the estate of the donor: Malcolm J. Dashiell within two weeks of your notification of the award. Email your thank-you letter to the Manager of Student Affairs ([kat1@uakron.edu](mailto:kat1@uakron.edu)). Failure to submit the thank-you letter will result in**

**forfeiture of the award.**

- Give back to the school by participating in school-sponsored events. Events can include high school visits, Portfolio Review Days, speaking to an Arts Orientation class about your award, and other events where a student's voice and perspective are valued. Your participation will be coordinated by the Manager of Student Affairs, and by accepting this grant you agree to serve in at least three events during the next two semesters.
- Fulfill your pledged contribution to Myers arts community within 6 months of your return. If your contribution is an event, you must advertise it at least one week in advance, and you are strongly encouraged to schedule it in order to maximize your outreach.

**Failure to complete all of these requirements will result in either the award not being disbursed, and/or a hold being placed on your student record.**

**The following conditions pertain to all travel awards:**

- The University of Akron and the Mary Schiller Myers School of Art are not responsible for any illness, accident or other problem, which may arise during the funded travel.
- If you do not complete your entire travel itinerary for any reason, you will be required to reimburse the school. For this reason, you may wish to purchase travel insurance.
- Funds will not be reimbursed if you violate the Student Code of Conduct (<http://www.uakron.edu/sja/code-of-conduct.dot>) while traveling. Those suspected to be in violation of the Student Code of Conduct will be referred to the Office of Student Judicial Affairs. Further, any violation will disqualify you from all future award funding through the Myers School of Art.

Questions?

Any questions about the Dashiell Travel Award Guidelines or application process should be directed to the current Chair of the Scholarships and Grants Committee, Dr. Elisha Dumser ([edumser@uakron.edu](mailto:edumser@uakron.edu)).

## Dashiell Travel Award Rubric

**Purpose:** This rubric is intended as a tool to facilitate discussion among committee members during the review of applications. Not all criteria are of equal value, but all will be considered to some degree during the application review process. The numerical component of this rubric should not be over-valued in the application review process.

Student Name: \_\_\_\_\_

Evaluator: \_\_\_\_\_

### Step one: Determine Eligibility

Fulfills academic criteria?

Yes / No

Application is complete?

Yes / No

### Step two: Evaluate Merit

Criteria	Score (1-5, high to low)	Notes
<i>Resume:</i> quality and quantity of service, exhibitions, and professional experience		
<i>Proposal Narrative:</i>		
Clear, complete description of the proposed travel experience		
Potential of travel experience to enhance the student's professional and artistic development		
Well-defined relationship between the travel experience and the body of work / research project		
Value of proposed post-travel engagement with the Myers School and broader arts community		
<i>Budget:</i> complete and fairly priced		
<i>Documentation of Work:</i> Quality of work and its presentation		

**Dashiell Travel Award**  
**COVER SHEET**

**Fall 2015**

**Instructions:** Please complete this form by typing the required information or checking the boxes, and include a printed copy in each application packet.

STUDENT NAME:

STUDENT ID#:

HOME MAILING ADDRESS:

MOBILE PHONE NUMBER:

UA EMAIL ADDRESS:

MAJOR:

MINOR (if any):

Status as determined by earned credit hours:  Senior  Junior  Sophomore  Freshman

Cumulative GPA (all UA courses):

Myers School of Art GPA (all 7100 courses):

Total *earned* credits in the Myers School of Art (7100 courses through SP 15):

Number of 7100 credits in current semester (FA 15):

Have you previously received an award or grant through the Myers School of Art:  Yes  No

If yes, please list all grants, dates awarded, and their status (complete or in-progress):

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Authorization for the Release of Information:** By signing this form, you grant the Myers School of Art permission to consult with offices and units on campus as needed to administer this scholarship, including the Office of Student Conduct and Community Standards and the Office of Student Financial Aid.