

Application Packet:

Andean Worlds: New Directions in Scholarship and Teaching

June 29 - July 26, 2008

A Summer Institute
for community college and four-year college and university faculty
sponsored by the Community College Humanities Association
and
funded by the National Endowment for the Humanities.

Application deadline: March 3, 2008.



Institute Administration

George L. Scheper, Project Co-Director
Humanities, Community College of Baltimore County, Essex

Laraine Fletcher, Project Co-Director
Anthropology, Adelphi University

David A. Berry, Project Manager:
Executive Director, Community College Humanities Association

“Andean Worlds: New Direction in Scholarship and Teaching”

October 23, 2007

Dear Colleague:

Thank you for your interest in “Andean Worlds,” a NEH Summer Institute for college and university teachers sponsored by the Community College Humanities Association. This letter from the project directors will set out the general scope of our project, and appended to this letter you will find an application packet, consisting of NEH’s general “Application Information and Instructions” and an Application Cover Sheet. Please note that this Application Cover Sheet must be filled out online at the NEH web address < <http://www.neh.gov/online/education/participants/> >, submitted electronically, and then printed out and submitted in hard copy to us, with your full application, as explained below.

This project will be held on site for four weeks, from June 29 through July 26, 2008, based in locations in Peru. Institute sessions will be conducted successively by eight internationally distinguished scholars, along with local guest speakers, both in seminar and field study format. The seminars and field study are designed to enable faculty participants to explore the exciting and rapidly accumulating new collaborative and interdisciplinary scholarship on Andean cultures, on site in the staggeringly beautiful settings of the Andes themselves.

Applicants should be aware that this project will involve a good deal of travel and field study, some of it in a very high altitude environment. The itinerary, however, is designed to allow for gradual acclimatization, as we move from Lima, to northern Peru, and then to Pisac, in the Sacred Valley, before moving on to the higher altitude of Cusco. Our Institute will afford participants an unparalleled opportunity for a group of twenty-four colleagues to travel and learn together, visiting many of the most important sites for the study of ancient and contemporary Andean culture. Our program includes study visits to the Valley of the Pyramids, the Royal Tombs of Sipan, Chan-Chan, Pisac, Ollantaytambo, Machu Picchu, Sacsayhuaman and other sites in the environs of Cusco, as well as the Coricancha.

The two of us who are directing the project – George Scheper and Laraine Fletcher – and our project manager, David Berry, Executive Director of the Community College Humanities Association, have worked together directing similar travel/study NEH Institutes, and we have also worked with many of our visiting scholars in these previous projects. This is the sixth NEH Institute co-directed by Laraine Fletcher (Anthropology, Adelphi University). For more than twenty years Laraine has been involved in archaeological fieldwork, including analyzes of the settlement patterns of the pre-Columbian sites of Cobá and Calakmul in conjunction with the Centro de Investigaciones Históricas y Sociales of the Universidad Autónoma de Campeche. She also conducted archaeological surveys in northern Nicaragua in the 1990s. Recently she has begun a photo-ethnographic project focused on Maya women in the Yucatán. This is the tenth NEH Institute George Scheper has co-directed on topics related to New World cultural encounters. George coordinates an interdisciplinary program in humanities for adult learners at the Community College of Baltimore County and regularly teaches interdisciplinary courses for The Johns Hopkins University School of Professional Studies and for a similar program at New York University. His research and publications focus on studies in comparative religion.

We've had a great working relationship with our visiting scholars, and with the excellent travel agent who will be handling our logistics. We trust that the experience we have gained as a team, along with the resources of CCHA, will translate into a fruitful, collegial and stimulating experience for our participants. We do realize that the commitment to a four week on-site project makes this a demanding travel/study experience, and that participants must be willing to be flexible and to go with the flow as group arrangements demand. A generous spirit of collegiality and good will do go a long way toward making a complex project such as this work successfully!

FINANCIAL ARRANGEMENT, EXPENSES AND STIPEND

Because "Andean Worlds" is being held on site in Peru, with a full program of field-study visits, the grant monies usually allocated as stipends have been pooled to cover participant travel and lodging expenses within the Institute. These expenses will be covered directly by CCHA using your stipend money. The remaining stipend monies in the amount of \$410 will be paid directly to you. Participants will receive all lodging, internal travel and site-visit costs for scheduled activities during the Institute, and some pre-arranged meals, as will be specified in the detailed Daily Schedule. Participants are responsible for meal expenses other than when pre-arranged, for personal expenses and for their own travel arrangement to Lima, Peru by Sunday, June 29th, 2008 and for return from Peru after July 26, 2008 (NEH funds cannot cover individual travel to and from the Institute). Participants may wish to make these travel arrangements individually, but our designated travel agent will be pleased to assist participants with those arrangements.

Based on our past experience, participants should anticipate budgeting between \$30 to \$40 per day for means and other personal expenses for the duration of the project.

STRUCTURE AND CONTENT

The Institute will run for five weeks, from June 29 to July 26, 2008. We will be based in Lima from June 29 through July 3; in northern Peru from July 4 through July 9; in Pisac from July 10 through July 14 and in Cusco from July 15 through July 23 and back to Lima from July 24 to July 26th. A typical non-travel working day of the Institute will consist of a seminar in the morning conducted by one of the visiting scholars, followed by lunch and informal discussion with the scholar. Once a week the project directors will conduct a brief roundtable to review the proceedings and to discuss individual ideas and needs. Days of field study either at archaeological sites or contemporary cultural sites will typically devote the full day to that activity. The visiting scholars will be available, during their respective scheduled days with the Institute, for consultation with participants about their individual research and curricular interests.

Sessions with Institute scholars will alternate between seminars and field trips to archaeological and cultural sites. Because of the intense schedule of the "Andean Worlds" Institute, as much of the required reading as possible should be done prior to departure. There is

a core reading list of eight books that accepted participants will need to acquire as soon as possible, and in addition we will supply a set of Readers consisting of duplicated additional selections assigned by the Institute scholars for their respective sessions. These readers will be sent ahead to each selected participant upon our receipt of her or his agreement to participate. To help ensure a high level of informed discussion, this project will require of participants quite a substantial amount of reading in a variety of disciplines. So, once again, we'd like to stress how greatly it will contribute to the success of the project if accepted participants undertake as much of the required reading as can realistically be done in advance.

INSTITUTE FACULTY

In the course of the Institute seminars and field study will be conducted by an array of distinguished visiting scholars representing many different humanities and social science disciplines. We will begin with the well known expert on early Andean culture, Richard Burger, Professor of Anthropology at Yale University, who will discuss Chavín, Paracas and Nazca cultures. Our next scholar will be Professor Jeffrey Quilter (Harvard University), who will discuss the Pre-Ceramic culture and the site of Caral as well as Moche and Chimú cultures.

We then travel north to the Chiclayo/Lambayeque area, where we will be joined by Professor Chris Donnan (Department of Anthropology, UCLA), for four days of seminar presentations and on-site study visits. We will visit the Museo Tumbas Reales de Sipán and the Museo Sicán, and the archaeological sites of San José de Moro, Huacas del Sol y de la Luna and Chan Chan.

We return to Lima via Trujillo for the flight to Cusco and continue overland to Pisac. In the Sacred Valley for the next series of seminars and study trips with Professor Michael Moseley (Department of Anthropology, University of Florida), who will be our scholar-guide to Pisac, Ollantaytambo and Machu Picchu. During our stay in Pisac we will visit the experimental agricultural village of Amaru, accompanied by Dr. Susan de France and local agronomist Vidal Pino, who will both serve as scholar-guides. Dr. Moseley will continue with us to Cusco for an interpretation of the Inka sacred capital, including the Coricancha and the Santo Domingo church.

In Cusco we are then joined by Frank Salomon (Anthropology, University of Wisconsin), who will conduct two days of seminars on the Huarochirí Manuscript and the patrimonial khipus. Following these seminar days in Cusco turn to an exploration of the contemporary cultures of Peru and the continuation of important cultural traditions. Our next local scholar is Nilda Callañaupa, who will demonstrate traditional weaving techniques. We conclude with two seminars by Regina Harrison (University of Maryland) who will lecture on Quechua cultural survival and oral tradition and one seminar by Sara Castro-Klarén on Inka social organization.

INSTITUTE LOCATION AND FACILITIES

Our Institute will be convened in Peru to emphasize locations suitable for the first-hand study of pre-Columbian and colonial Andean cultures and of continuities of Andean culture in contemporary times. Planning for the travel, lodging and seminar arrangements throughout the Institute have been

closely orchestrated between the project directors, the project manager and our local travel agent in Peru, an agency very experienced in working with academic study groups in Peru and will excellent academic contracts throughout the country.

The group will have safe and quiet lodgings throughout the project, including a pleasant suburb in Lima; a newly opened lodge in the Sacred Valley and a new small hotel in the heart of the historic district of Cusco. As centers for our more extended stays, Lima and especially Cusco, are unparalleled resources for understanding Andean history – Cusco, in particular, because it is a modern city, with a thriving community life, filled with Spanish colonial monuments and institutions built literally on top of existing Inka walls – perhaps nowhere more dramatically than at the monastery church of Santo Domingo built over the extensive surviving compound of the Inka temple of the sun, the Coricancha. The city of Cusco has many cultural institutions with comprehensive collections of pre-Columbian and colonial art, including magnificent collections of the first distinct school of art of the post-contact Americas, the Cusqueño School of painting.

Seminar facilities will be in conference facilities of the hotel in Lima and in other cultural institutions in Cusco and Pisac.

In addition to our seminar sessions, a major component of our project consists of field study, as we make study visits to archaeological sites, museum collections and indigenous communities guided by our visiting and local scholars, all of whom have paramount professional experience and connections in the field in Peru. Guided visits to such sites as Chan Chan, Sipán, Cusco, Ollantaytambo, Pisac and Machu Picchu in the company of scholars who are among the foremost authorities in their discipline, with extensive field work experiences, will be, quite simply, the intellectual and cultural experience of a lifetime.

APPLICATION

The Institute is intended to function as a stimulus to individual study and research and as a seedbed for course and curriculum development. In your application essay you should identify an area of personal research interest and/or of curriculum development that you intend to pursue during the course of the Institute. The semester following the Institute, participants will be asked to submit a report on the impact of the Institute on their research and teaching for the project directors' Final Report to NEH.

For the reasons indicated above, you should note that perhaps the most important part of your application is the essay that must be submitted as part of the complete application. This essay should include any personal and academic information that is relevant; reasons for applying to this particular Institute; your interest, both intellectual and personal, in the topic; qualifications to do the work of the project and to make a contribution to it; what you hope to accomplish by participation, including any individual research and writing projects; and the relation of the study to your teaching.

Please follow the guidelines in the enclosed general "Application Information and Instructions" from NEH, and remember that **three copies** of your completed application, **in hard copy only** please, should be postmarked no later than March 3, 2008, and should be addressed to our project manager as follows:

David A. Berry, " Andean Worlds" Project Manager Community College Humanities Association c/o Essex County College	303 University Avenue Newark, NJ 07102-1798 email: berry@essex.edu tel: 973-877-3577
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We wish you all the best and look forward to hearing from you. If you have additional questions about the structure or content of our Institute, please contact David Berry, above, or one of the project directors at either of our addresses below. For further information, please visit our project website at www.ccha-assoc.org/andeanworlds08/index.html

Sincerely,

Dr. George L. Scheper
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**NEH SUMMER SEMINARS & INSTITUTES FOR COLLEGE & UNIVERSITY TEACHERS
APPLICATION INFORMATION AND INSTRUCTIONS
for the Summer Institute: “Andean Worlds: New Direction in Scholarship and Teaching”**

Summer Seminars and Institutes for College and University Teachers are offered by the National Endowment for the Humanities to provide college and university faculty members and independent scholars with an opportunity to enrich and revitalize their understanding of significant humanities ideas, texts, and topics. These study opportunities are especially designed for this program and are not intended to duplicate courses normally offered by graduate programs, nor will graduate credit be given for them. Prior to completing an application, please review the enclosed letter from the project director and consider carefully what is expected in terms of residence and attendance, reading and writing requirements, and general participation in the work of the project.

Institutes provide intensive collaborative study of texts, topics, and ideas central to undergraduate teaching in the humanities under the guidance of faculties distinguished in their fields of scholarship. Institutes aim to prepare participants to return to their classrooms with a deeper knowledge of current scholarship in key fields of the humanities. Please note: The use of the words “seminar” or “institute” in this document is precise and is intended to convey differences between the two project types.

ELIGIBILITY

These projects are designed primarily for teachers of American undergraduate students. Qualified independent scholars and those employed by museums, libraries, historical societies, and other organizations may be eligible to compete provided they can effectively advance the teaching and research goals of the seminar or institute. Applicants must be United States citizens, residents of U.S. jurisdictions, or foreign nationals who have been residing in the United States or its territories for at least the three years immediately preceding the application deadline. Foreign nationals teaching abroad are not eligible to apply.

Applicants must complete the NEH application cover sheet and provide all of the information requested below to be considered eligible. Candidates for degrees are only eligible to apply if they are employed by an institution other than the one at which they are degree candidates and if their participation is intended to enhance their teaching of American undergraduates. Degree candidates can never use their participation in an NEH seminar or institute to meet a degree requirement, including work on masters’ theses or doctoral dissertations. An applicant need not have an advanced degree in order to qualify. Adjunct and part-time lecturers are eligible to apply. Individuals may not apply to study with a director of a seminar or institute who is a current colleague or a family member. Individuals must not apply to seminars directed by scholars with whom they have previously studied. Institute selection committees are advised that only under the most compelling and exceptional circumstances may an individual participate in an institute with a director or a lead faculty member who has previously guided that individual’s research or in whose previous institute or seminar he or she has participated. An individual may apply to **no more than two projects** in any one year.

SELECTION CRITERIA

A selection committee reads and evaluates all properly completed applications in order to select the most promising applicants and to identify a small number of alternates. (Institute selection committees consist of three to five members, usually drawn from the institute faculty and staff members.) Selection committees are charged to give first consideration to applicants who have not participated in an NEH-supported seminar or institute in the last three years.

The most important consideration in the selection of participants is the likelihood that an applicant will benefit professionally. This is determined by committee members from the conjunction of several factors, each of which should be addressed in the application essay. These factors include:

1. quality and commitment as a teacher, scholar, and interpreter of the humanities;
2. intellectual interests, both generally and as they relate to the work of the institute;
3. special perspectives, skills, or experiences that would contribute to the seminar or institute;
4. commitment to participate fully in the formal and informal collegial life of the institute;
5. the likelihood that the experience will enhance the applicant's teaching and scholarship; and

When choices must be made among equally qualified candidates, several additional factors are considered: **Preference is given to applicants who have not previously participated in an NEH seminar or institute, or who would significantly contribute to the diversity of the seminar or institute.**

STIPEND, TENURE, AND CONDITIONS OF AWARD

Stipends are intended to help cover travel expenses to and from the project location, books and other research expenses, and living expenses for the duration of the period spent in residence. Individuals selected to participate in four-week long projects normally receive a stipend of \$3,000. Because "Andean Worlds: New Directions in Scholarship and Teaching" is being held on-site in Peru, with a series of field-study visits, the grant monies usually allocated as stipends have been pooled to cover participant travel and lodging expenses within the Institute, all of which will be covered directly by CCHA (these costs per participant are equal in value to \$2,590 and the remaining \$410 will be paid directly to you). Participants will receive all lodging, internal travel, site-visit and other program costs for scheduled activities during the Institute. NEH funds cannot additionally cover individual travel to and from the Institute. Participants will be responsible for meal expenses, for personal expenses, and for their individual travel arrangements to Lima, Peru by June 29 and for return from Lima on or after July 27. Stipends are taxable. Adjustments in cases where the stipend is insufficient to cover all expenses are not possible.

Seminar and institute participants are required to attend all meetings and to engage fully in the work of the project. During the project's tenure, they may not undertake teaching assignments or any other professional activities unrelated to their participation in the project. Participants who, for any reason, do not complete the full tenure of the project must refund a pro-rata portion of the stipend.

At the end of the project's residential period, participants will be asked to submit evaluations in which they review their work during the summer and assess its value to their personal and professional development. Special forms for this report will be distributed by each project director. Completed forms should be returned directly to the Endowment. They will become part of the project's grant file and may become part of an application to repeat the seminar or institute.

APPLICATION INSTRUCTIONS

This application packet should accompany a letter from the project director that contains detailed information about the topic under study; project requirements and expectations of the participants; the academic and institutional setting; and specific provisions for lodging, subsistence, and extracurricular activities. If you do not have such a letter, please request one from the director of the project in which you are interested before you attempt to compete and submit an application. **All application materials**

for “Andean Worlds” should be sent to the project manager, as directed. Sending application materials and reference letters to the Endowment will result in delay.

CHECKLIST OF APPLICATION MATERIALS

The following items constitute a completed application to a summer seminar or institute:

- three copies of the completed application cover sheet,
- three copies of a detailed résumé,
- three copies of an application essay as outlined below, and
- two letters of recommendation (sent separately).

The Application Essay

The application essay should be no more than four double spaced pages. This essay should include any relevant personal and academic information. It should address reasons for applying; the applicant's interest, both academic and personal, in the subject to be studied; qualifications and experiences that equip the applicant to do the work of the seminar or institute and to make a contribution to a learning community; a statement of what the applicant wants to accomplish by participating; and the relation of the project to the applicant's professional responsibilities. Applicants to seminars should be sure to discuss any independent study project that is proposed beyond the common work of the seminar. Applicants to institutes may need to elaborate on the relationship between institute activities and their responsibilities for teaching and curricular development.

REFERENCE LETTERS

The two referees should be chosen carefully. They should be familiar with the applicant's professional accomplishments or promise, interests, and ability to contribute to and benefit from participation in the seminar or institute. They should specifically address these issues in their recommendations. Letters from colleagues who know the applicant's teaching and from those outside the applicant's institution who know his or her scholarship are often more useful than letters from college or university administrators. Referees should be provided with copies of the director's description of the seminar or institute and the applicant's essay. If an applicant has previously participated in an NEH summer seminar or institute, a recommendation from the director or lead scholar of that program would be useful. It is the applicant's responsibility to ask the referees to send their letters directly to the **project manager, as directed below**, and to make certain that their letters are mailed to arrive not more than one week after the March 1 deadline.

SUBMISSION OF APPLICATIONS AND NOTIFICATION PROCEDURE

Completed applications for “Andean Worlds” should be submitted **to the project manager** and should be **postmarked** no later than March 3, 2008:

David A. Berry, “Andean Worlds” Project Manager
Community College Humanities Association
c/o Essex County College
303 University Avenue
Newark, NJ 07102-1798

Successful applicants will be notified of their selection by April 1, 2008, and they will have until April 15 to accept or decline the offer. Applicants who will not be home during the notification period are advised

to provide an address and phone number where they can be reached. No information on the status of applications will be available prior to the official notification period.

EQUAL OPPORTUNITY STATEMENT

Endowment programs do not discriminate on the basis of race, color, national origin, sex, disability, or age. For further information, write to the Equal Opportunity Officer, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506. TDD: 202/606-8282 (this is a special telephone device for the Deaf).



**NEH SUMMER SEMINARS AND INSTITUTES
PARTICIPANT APPLICATION COVER SHEET**

If you reproduce this page, the information must appear with the headings listed in the order printed here. Do not exceed the space allotted on this page. **Incomplete or inaccurate** applications may be deemed ineligible.

NAME:

HOME ADDRESS:

WORK ADDRESS:

(department,
institution,
street address,
city/state/ZIP)

E-MAIL:

INSTITUTION TYPE: Public _____ Private _____
 2-year College _____ 4-year College _____ University _____

COURSES TAUGHT THIS YEAR--INDICATE U (UNDERGRADUATE) OR G (GRADUATE):

NUMBER OF STUDENTS TAUGHT THIS YEAR:

DEGREES YOUR DEPARTMENT GRANTS:

HOW MANY YEARS HAVE YOU BEEN TEACHING?

CITIZENSHIP (IF NOT U.S., SPECIFY COUNTRY, MONTH AND YEAR U.S. RESIDENCE BEGAN)

TELEPHONES, HOME AND WORK (include at least one where a message can be left and indicate which):

NAME OF DIRECTOR AND TITLE OF SEMINAR OR INSTITUTE TO WHICH YOU ARE APPLYING:

LIST DATES AND TITLES OF NEH SEMINARS AND INSTITUTES YOU HAVE PARTICIPATED IN:

HOW DID YOU LEARN ABOUT THIS SEMINAR OR INSTITUTE?

NEH WEBSITE ___ E-MAIL ___ NEH FLYER (POSTED ___ OR SENT TO YOU ___) OTHER (SPECIFY) _____

(printed name)

(signature)