

November 8, 2010

Faculty Senate Faculty Awards Committee

Members: Jana Adamitis, Jennifer Lent, Lynn Lambert, Scott Pollard (Chair), Niazur Rahim, Tyler Sullens, Ronald Von Burg

Charge: To propose a set of faculty awards, which will be sponsored by the Faculty Senate and funded by the Office of the Provost. The proposal will include the particular awards, application/nomination procedures, amount, award criteria, documentation, dates and timelines, and selection committee membership.

Awards

Premise: Given that the awards are sponsored by the Faculty Senate, the representative body of the entire faculty, the awards have a university-wide scope. All full-time faculty may apply or be nominated for these awards.¹

The Awards

- Teaching
- Scholarship
- Service

The committee recommends three awards based on the tripartite structure of the faculty workload at CNU. Moreover, in research we conducted into faculty awards at other universities (Eastern Tennessee State University, Texas Southern University, University of Georgia (Franklin College of Arts and Sciences), University of Nebraska-Omaha, University of North Colorado), these three function as a standard set in faculty awards programs.²

Award Amount: The committee recommends \$1000/per award.

Application/Nomination

Because these are discrete awards with different criteria, the committee recommends that there be a separate application/nomination from interested faculty members for each award.

¹ The committee considered breaking the awards out by rank (assistant, associate, full, restricted), but for this initial proposal decided to err on the side of caution and the as-yet-to-be decided dollar amounts committed to these awards. Similarly, the committee considered awards by college (possibly for teaching only). In the future, if there is the wherewithal to expand the awards program, rank and/or college would be a means of doing so.

² In our research, the committee also encountered awards for advising, mentoring, and service learning. In the future, these could be used to expand the awards program.

In order to encourage participation, the committee recommends both application for and nomination to the awards.

- An application would be self-motivated, generated by an individual faculty member.
- A nomination would come from others: colleagues, college dean, department and/or department chair, students

Supporting Documents

- Cover Letter, containing a narrative explaining and detailing the excellence of the applicant's teaching, scholarship or service. The letter should include a Philosophy of Teaching, Scholarship or Service Statement.
- Support Letters
 - Internal: colleagues, college dean, department chair, students
 - External: colleagues who can attest to the excellence of scholarship, teaching, service to the discipline, or service to the community
- Curriculum Vitae
- Appropriate Sections of the Eval-6
 - Teaching (1A)
 - Scholarship (1B)
 - Service (1C)

Time and Timeline

- Award Period: The awards covers the previous three years of an applicant's career, enough to establish a history of excellence.
- An applicant who wins a particular award cannot apply for that award again for 5 years
- Application/Decision Deadlines
 - The application process, including the constitution of the selection committees, will be overseen by a Faculty Senate subcommittee.
 - October 1: Application/Nomination
 - Nomination Letter: an explanation for why the nominee should be considered for the award
 - October 15: Faculty Senate submits to each Dean nominees from the appropriate School (A&H, NBS, SS) to be ranked.
 - Deans submit ranked nominees to Faculty Senate by November 1
 - November 1-December 1: The Faculty Senate conducts a first round review of the nominees, choosing three who will be asked to submit a full application package.
 - December 7: Chosen nominees will be notified of Faculty Senate decision
 - December 15: Chosen nominees will notify Faculty Senate of intention to submit the full application package
 - Alternative nominees may be notified if 1 or more of the original nominees decline the invitation to submit the full application.
 - Application Package to the Faculty Senate by February 1
 - Selections by March 15th

Selection Committees

- Three committees for the three awards
- Membership (3 members of the faculty)
 - 1 member of the faculty from each college
 - The Deans will submit a list of 2-3 faculty from their college, and the Faculty Senate will choose 1 faculty member from each set of Dean's recommendations for the Selection Committees.
 - Includes a Faculty Senate liaison (not necessarily a member of the Faculty Senate)
 - Includes the previous year's award recipient (with the exception of the first year the award is given). If the previous year's recipient cannot serve then other past recipients should be asked.³
- Timeline
 - December 1: Faculty Senate invites previous year's recipients to serve on the committees
 - December 7: Previous year's recipients notify Faculty Senate, accepting or declining the invitation
 - December 8-15: In case an invitation or invitations are declined, the Faculty Senate invites other past recipients, who will notify the Faculty of accepting/declining invitation by January 10.
 - January 17: Deans' recommendation to the Faculty Senate
 - January 31: Membership of committees finalized

³ For the first year of the award, the Faculty Senate will choose two liaisons.