

November 2, 2009

TO: HSU Faculty, Staff and Students

FROM: Faculty Awards Committee

SUBJECT: Nominations for Faculty Awards – 2<sup>nd</sup> Call

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On behalf of the HSU Academic Senate, the Faculty Awards Committee is pleased to announce the solicitation of nominations for the following faculty awards:

- 2009/2010 Excellence in Teaching Award– Lecturer
- 2009/2010 Excellence in Teaching Award– Tenure-line faculty
- 2009/2010 Scholar of the Year
- 2009/2010 Outstanding Service Award
- 2009/2010 Outstanding Professor Award.

Nominees should fulfill the criteria and eligibility outlined for award for which they are nominated. We encourage you to nominate someone by submitting a letter of nomination summarizing the nominee's outstanding qualities along with a portfolio of supporting evidence. Faculty may nominate themselves. The letter of nomination and the portfolio should be received in the Academic Senate Office by **5 p.m., Monday, November 30, 2009.**

Based on the nomination letter, student evaluations, curriculum vita, and the other supporting evidence, the Committee will select the nominees whose contributions reflect superiority with regard to the criteria set forth by the HSU Academic Senate. The Committee's decisions will be forwarded to the Academic Senate for its consideration at the Senate's first meeting in March 2010 and then forwarded to President Richmond for conferral of awards.

In previous years there have been two awards, the Scholar of the Year and the Outstanding Professor Award. The HSU Academic Senate passed a resolution (#16-08/09-FA) in March 2009, creating additional awards for teaching and service in order to recognize and honor excellence in all of the areas that faculty participate in during their academic careers.

If you have any questions, please contact the Academic Senate Office (ext. 3657 or [mbs7001@humboldt.edu](mailto:mbs7001@humboldt.edu)), or see the web page (<http://www.humboldt.edu/~acadsen/>) for more information.

**1) Excellence in Teaching Award – Lecturer** (to be conferred on a yearly basis)**2) Excellence in Teaching Award – Tenure-line faculty** (to be conferred on a yearly basis)Criteria:

- Nominees must have been teaching faculty for at least three of the previous five years.
- The primary criterion for this award is a record of *superlative teaching at Humboldt State University*. No amount of professional achievement or service to campus, community, or profession, shall substitute for this essential requirement.
- In cases where nominees are perceived as equally superlative in their teaching, contributions to research, scholarship, and service may be considered, but only insofar as these activities bear direct relevance to the nominee's primary role as educator.
- The committee may, at its discretion, request permission from nominees who do not receive an award to retain their files for evaluation in the following year. However, no file shall be retained longer than three years.

Documentation must include (but is not limited to) the following:

- Nominator's Statement describing the teaching achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's Statement of Teaching Philosophy
- Nominee's *Curriculum Vitæ*
- Peer and Student Teaching Evaluations for the most recent three years of service
- Letters and evaluative statements from peers, students, and community members, identifying the writer.

**3) SCHOLAR OF THE YEAR** (to be conferred on a yearly basis)Criteria:

- Nominees must have been employees of the University for at least three of the previous five years.
- The primary criterion for this award is a record of *superlative research, creative activities, and/or scholarship*. No amount of teaching achievement or service to campus, community, or profession, shall substitute for this essential requirement. The greater part of this activity must have been performed while employed at HSU.
- In cases where nominees are perceived as equally superlative in their creative activities, contributions to teaching and service may be considered, but only insofar as these activities bear direct relevance to the nominee's primary role as scholar.
- The committee may, at its discretion, request permission from nominees who do not receive an award to retain their files for evaluation in the following year. However, no file shall be retained longer than three years.

Documentation for Scholar of the Year nominations must include (but is not limited to) the following:

- Nominator's Statement describing the creative achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's Statement of Research and/or Creative Interests
- Nominee's *Curriculum Vitæ*
- Copies or other appropriate presentations of the nominee's research/creative products, along with peer or external evaluations of these products
- Letters and evaluative statements from peers, students, and community members, identifying the writer.

**4) OUTSTANDING SERVICE AWARD** (conferred on an occasional basis, as appropriate; no more than one such award shall be bestowed per year)

Criteria:

- Nominees must have been employees of the University for at least three of the previous five years.
- The primary criterion for this award is a record of *superlative service to the university and/or community*. No amount of teaching or scholarly achievement shall substitute for this essential requirement. The greater part of this activity must have been performed in connection with the nominee's employment at HSU.
- In cases where nominees are perceived as equally superlative in their service activities, contributions to teaching, research, and creative activities may be considered, but only insofar as these activities bear direct relevance to the nominee's primary role serving the university and community.
- The committee may, at its discretion, request permission from nominees who do not receive an award to retain their files for evaluation in the following year. However, no file shall be retained longer than three years.

Documentation for the Outstanding Service Award must include (but is not limited to) the following:

- Nominator's Statement describing the service achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's *Curriculum Vitæ*
- Peer and/or external evaluations of the nominee's service
- Letters and evaluative statements from peers, students, and community members, identifying the writer.

**5) OUTSTANDING PROFESSOR AWARD** (conferred on an occasional basis, as appropriate, to a uniquely outstanding member or emeritus member of the faculty)

Criteria:

- Nominees must have been employees of the University for at least three of the previous five years.
- The primary criterion for this award may be either:
  - A long and continuous combined record of *superlative teaching, research and creative activities, and service to the university and/or community*. The nominee must demonstrate this superlative performance in at least *two* of the three areas, with at least excellent performance in the third. The greater part of these activities must have been performed in connection with the nominee's employment at HSU. or,
  - A unique and singularly notable contribution in any of the three areas that has resulted in the significant betterment of humankind. Typically, such a nominee will have achieved national or international recognition for the contribution.

Documentation for the Outstanding Professor Award must include (but is not limited to) the following:

- Nominator's Statement describing the achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's Statements of teaching philosophy and research interests, and *Curriculum Vitæ*, and/or summary of their singularly notable contribution.
- Peer and/or external evaluations of the nominee's qualifications
- Letters and evaluative statements from peers, students, and community members, identifying the writer.