

FGCU Faculty Scholarship Excellence Awards 2013-14

Senior Faculty Scholarship Excellence Award Junior Faculty Scholarship Excellence Award

Scholarship Excellence Awards

FGCU presents two faculty scholarship excellence awards on an annual basis. These awards include:

- **Senior Faculty Scholarship Excellence Award: Current in-unit** faculty (as defined in the Collective Bargaining Agreement) with at least one Fall and one Spring term of teaching experience at FGCU with the rank of associate or full professor or an equivalent rank are eligible for this award.
- **Junior Faculty Scholarship Excellence Award: Current in-unit** faculty (as defined in the Collective Bargaining Agreement) with at least one Fall and one Spring term of teaching experience at FGCU with the rank of lecturer, Instructor I, II, or III, or assistant professor, or an equivalent rank, are eligible for this award.

Award

- Each award recipient receives a cash award.
- Each award recipient receives a reserved parking space for the upcoming academic year.
- Each recipient receives a medallion on a red ribbon signifying scholarship excellence. The Medallion may be worn at commencement and other academic events.
- Each award recipient receives a scholarship excellence certificate.
- Award recipient's names are engraved on a general Scholarship Excellence Award plaque that is placed in the Provost's office. This plaque includes the names of all prior award recipients.
- Each of the award recipients presents at a program on scholarship excellence that is scheduled during the next academic year. This program is open to the campus community. This presentation is the centerpiece of a day that is dedicated to honoring those individuals and celebrating scholarship excellence at FGCU.

Nomination Process

Scholarship Excellence Award criteria are made available to all faculty at the beginning of the academic year. The Provost's office issues an official call for nominations by the end of the fall semester and a final notification by January 8th. Nominations are submitted to the Provost's office by February 8th. Nominations must come from individuals with direct knowledge of the nominee's qualifications in scholarship. Self-nominations are not accepted. Previous scholarship award winners are not eligible to receive a scholarship award in the same category for a period of five years.

The one-page nomination letter must include:

- How the nominator knows the nominee (relationship between the nominator and nominee).
- How long the nominator has known the nominee.
- How the nominee meets the award criteria.

Documentation

Candidates for the scholarship award prepare a scholarship portfolio. Scholarship portfolios are submitted to the Provost's office by March 8th. All portfolio materials must be submitted in a uniform 1-inch notebook that is provided by the Provost's office. All documentation needs to be single spaced for consistency. Portfolio materials should be labeled and organized as follows:

- Table of contents
- 2-page maximum executive summary of the portfolio providing an overview (itemized list) of key accomplishments in scholarship over the past year and up until the portfolio submission date with information about the quantity, quality and impact for each of these accomplishments.
- Letter of nomination (copy provided by Provost's office)
- Reflection of professional growth & development over time in area of scholarship (single spaced, 3 pages maximum)
- ~~Description of current scholarship activities over past year (single spaced, 2 pages maximum)~~
- Documentation of scholarship activities (include current samples of scholarship to be evaluated)
- Current vitae
- Three letters of support. Two of these letters must be a peer evaluation of scholarship (one evaluation must be from a scholar outside of the FGCU community).

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Candidates must also submit their portfolio including all the aforementioned materials in digital format. Materials should be scanned into a pdf file and submitted with the portfolio through the school's Learning Management System (e.g. Canvas). Candidates are asked to scan or combine all scanned materials into a single PDF and submit as such. Items that cannot be scanned into a file, e.g. books, videos, works of art etc. can be submitted in the traditional format and should be mentioned in the digital portfolio.

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Selection Committee

The scholarship excellence awards selection committee convenes in January. Once convened by the Provost's office, the committee will elect a chair from committee membership. The chair of the selection committee does not vote unless there is a tie. A nominee for either of the scholarship excellence award categories is not eligible to participate in the scholarship excellence award selection for that category.

Members of the selection committee include:

- Representative from the Provost's Office, non-voting
- One faculty member elected from each college and library
- One recipient of senior scholarship excellence award
- Chair of the IRB

Faculty representatives are elected for two year terms, with representatives from the College of Arts & Sciences, Lutgert College of Business, and the College of Education elected in odd-numbered years, representatives from the other units in even-numbered years.

Award Evaluation Criteria

The rubric for evaluation is on a 4-point scale ranging from 0-3, where 0 is not evident or NA, 1 is partially evident (marginal), 2 is evident (acceptable) and 3 is fully evident (exemplary). Evidence of the following criteria is evaluated:

- Demonstrates a self-critical approach in scholarship
- Demonstrates support of the scholarship mission of FGCU
- Demonstrates mentoring of peers in scholarship (*for Senior Faculty Scholarship Excellence Award only*)
- Demonstrates continuous growth in scholarship over time, with representative amount of scholarship occurring while serving as a faculty member at FGCU
- Documents evidence of the stature of the research/scholarship. Scholarship includes critically reviewed papers, presentations, articles, books, musical compositions, artistic performances, paintings, exhibitions, sculptures and works of performing arts, and/or the development of new technology or software for research or teaching purposes
 - For artistic work, evidence is provided that the nominee's creative work has been critically reviewed for creativity, originality and technique.
 - For research grants, documents evidence that the nominee has been competitive for such grants and that the work has been completed

Demonstrates evidence that the nominee has disseminated the knowledge obtained from this scholarship endeavor with colleagues and students through publications, or presentation of papers at professional conferences, or exhibits, or artistic presentations

The Selection Committee reserves the right not to give out a Scholarship Excellence Award if nominees fail to satisfy minimal eligibility requirements or if there are fewer than 3 nominees per award category. The Selection Committee has the right to extend the application period in the rare case that there are less than three nominations.

Award Announcements

All awards are announced at the **Celebration of Excellence** and are kept confidential until that time.

At the end of each award cycle, the award selection committee should review the nomination, documentation, and award selection process and, if appropriate, present recommendations in writing (with associated recommended revisions to guidelines) to the President of the Faculty Senate, the provost, and the chair of any Faculty Senate ad hoc committee charged with reviewing award processes.

Key Dates (if a date falls on a weekend, the due date will be the subsequent Monday):

November 4	Provost's office sends out first official call for nominations to faculty, staff, and students
December 16	Provost convenes the Service Excellence Award Selection Committee
January 6	Provost's office sends out final call/reminder for nominations
January 13	Deadline for Teaching Excellence nominations
February 7	Deadline for all other nominations
March 14	Deadline for portfolios
April 25	Celebration of Excellence Awards