



*Florida Atlantic University*  
**2009 Creative Scholar of the Year Award**  
**Guidelines**

*Deadline: February 02, 2009*

The University Research Committee (URC) invites applications and nominations for the 2009 *Scholar of the Year Awards*. One \$2,500 award will be made for each faculty / faculty librarian grade (assistant, associate, and full) to honor excellence in Creative and Scholarly Activities. Deans may nominate one person at each grade. The awards will be announced and recognized at the annual Honors Convocation in the Spring Semester.

The award structure is as follows:

- ◆ If the awardee elects to take the award as a salary subsidy, the awarded amount will be as specified above and subject to taxes and FICA.
- ◆ If the awardee elects to use the award to provide additional support for his or her research project, the Division of Research will provide a 1:1 match (awardee salary reimbursement is excluded). If the awardee elects this latter option, the awardee will have to provide a project plan and detailed budget for the URC review before the funds are released.

**Eligibility**

- ◆ All tenured and tenure-track faculty, including research faculty (with the exception of Eminent Scholars and distinguished professors), and all faculty librarians are eligible.
- ◆ Previous Researcher/Creative Scholar -of-the-Year awardees may apply if five years have passed since their prior award.

**Process**

- ◆ Applications/nominations are made to the dean/director using the form provided. Applications must be in required format to be considered (See Nomination Portfolio Guidelines).
- ◆ Each dean/director appoints a faculty committee (or uses their research committee) to review the applicants and select nominees for the college/division in each of the faculty grades.
- ◆ The college/division submits its nominees to the University Research Committee through the Director of Sponsored Programs.
- ◆ The University Research Committee selects and awards a winner in each of the faculty grades.
- ◆ The names of the selected Creative Scholars-of-the-Year are forwarded to the President and the V.P for Research who makes the announcement.
- ◆ The awards are presented at the annual Honors Convocation in April 2009.
- ◆ Award winners in each category are listed in the Honors Convocation program.

**Evaluation Criteria**

The evaluation is based on the quality and quantity of scholarly and creative activities conducted by the FAU faculty member over the past five years, with 3 years emphasis on work done at FAU, as evidenced by:

1. Completed Nomination Form -**TYPED** only in the space provided (form attached)
2. Published books, refereed publications, articles; musical compositions, painting, sculpture; works of performing art; presentations at meeting of professional societies that have not resulted in publication, display or performance.
3. External sponsors where appropriate
4. Graduate student guidance where appropriate
5. Service to professional organizations
6. Special awards or citation.

**\*Samples submitted will be returned only upon request.**

*(Page 1 of 3)*

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## Timetable

<b>February 02, 2009</b>	Applications due in respective dean/director's office.
<b>February 23, 2009</b>	Names of college nominees due at the SP office (ADM-219)
<b>March 13, 2009</b>	Awardees presented to the President and the VP for Research.
<b>Early-April, 2009</b>	Awards presented at the Honors Convocation.

## Nomination Portfolio Guidelines

- ◆ All materials should be placed in a portfolio using tabs and an index.
- ◆ All materials submitted must have been created in the last five years.
- ◆ With the exception of books, the portfolios should be organized according to the following categories:
  1. Signed and completed nomination form.
  2. Up-to -date Curriculum Vitae.
  3. Refereed publications, articles, presentations, books, and other creative and scholarly works including musical compositions, painting, sculpture; works of performing art.
  4. Additional scholarly and creative activities (including information on panels or workshops you have organized or served on).
  5. Graduate student guidance as applicable
  6. Memberships of and service to professional organizations.
  7. External Sponsors (total amount of grant funding received during the past five years including a statement explaining the level of difficulty with regard to receiving such an award).
  8. Scholarly Citations (applicants are encouraged to list the number of times publications have been cited and provide the committee with evidence of these citations).
  9. Letters of support from outside the University, with supporting credentials may be attached as optional material.

*(Page 2 of 3)*

Guidelines & Nomination Forms may be obtained on the Web at <http://www.fau.edu/research/osr/internal.php>.  
Self-nominations are encouraged.

ANY QUESTIONS CONTACT [pcochran@fau.edu](mailto:pcochran@fau.edu) or 561/297-2314 or [hphanson@fau.edu](mailto:hphanson@fau.edu)

*Florida Atlantic University*

**Creative Scholar of the Year Award**  
*Nomination Form*

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

Rank:

- Professor
- Associate Professor
- Assistant Professor

Department/Division: \_\_\_\_\_

Number of Years at FAU: \_\_\_\_\_

1. In lay terms, summarize your research and achievements at Florida Atlantic University. (Use only the space provided).

2. - 9. Attach research, scholarly, and creative activities as outlined in the Portfolio Guidelines.

Nomination Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Dean/Director's Signature

*Certification of Creative Scholar of the Year Award Portfolio  
Documentation Submitted to URC*

1. Signed and completed Nomination Form.
2. Up-to-Date Curriculum Vitae.
3. Refereed Publications, Articles, Presentations, Books, and Scholarly Works.
4. Scholarly and Creative Activities (including information on panels and workshops).
5. Graduate Student Guidance.
6. Memberships of and Service to Professional Organizations.
7. External Sponsors
8. Scholarly Citations
9. Letters of support (optional)

I have reviewed this portfolio on \_\_\_\_\_, and certify that all the above materials that are required and applicable are included.

Signature of the Candidate \_\_\_\_\_ Date \_\_\_\_\_