

## MEMO

TO: Council of Deans

FROM: Thomas Dukes, Associate Provost

DATE: September 5, 2006

**Subject: Procedure for Nominating Faculty for Other Awards**

Please see the attached template for use when recommending faculty for worthy awards not on the Lombardi list. The application (with attachments) can be made via email or hard copy. The template is self-explanatory.

Under the "Rationale," please address the following questions, using documentation from professional, organizational, and other sources as much as possible. Attach relevant documents. These sources would include material on the awarding organization itself, the Board of the organization and/or those who made the award, past winners and their credentials, etc. Consider how best to show the award's significance:

- Why do **you** think this award is meritorious?
- What statements did the awarding body make to support its decision to make the award?
- How competitive is it? (How many are considered each year for the award? Who puts forth the nominees? etc.)
- How important is it in the profession? How is this shown?
- How can you demonstrate its impact on the recipient's profession/field? On the careers or work of others in the field?
- If this is a regional award, why is it of such importance that it should be rewarded in like or similar manner as the national award in the field?
- How do the award and the work of its recipient support any or all of our five design principles: engagement, innovation, assessment, inclusiveness, and leadership?
- Does the award have any impact on student learning or the recipient's ability to be a better instructor? a better scholar?
- How does the award bring further prestige to the department, the college, and The University of Akron?