

FGCU Faculty Scholarship Excellence Awards

Senior Faculty Scholarship Excellence Award

Junior Faculty Scholarship Excellence Award

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 three full academic years (fall and spring semesters) 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 three full academic years (fall and spring semesters) of teaching experience at FGCU with the rank of lecturer, instructor I, II, or III, assistant professor, or an equivalent rank, are eligible for this award.

Award

- Each award recipient receives a monetary increase to his/her base pay.
- Each award recipient receives a reserved parking space for the upcoming academic year.
- Each [award](#) 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 September. All nominations shall be submitted to the Provost's Office by the third Friday in November. Nominations must come from individuals with direct knowledge of the nominee's qualifications in scholarship. 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. The deadline for submission is~~ by 9:00 a.m. on the first Monday in February. ~~All portfolio materials must be submitted in a uniform 1 inch binder that is provided by the Provost's Office.~~ All documentation ~~needs to~~must be single-spaced for consistency. Portfolio materials should be prepared and submitted 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 two years and up until the portfolio submission date (e.g. August 2013 – March 2016) with information about the quantity, quality, and impact for each of these accomplishments
- Letter of nomination (copy provided by the Provost's Office)
- Reflection of how scholarly activities support the mission of the nominee's college and a narrative reflecting on the research agenda, research focus, growth in scholarship and demonstration of impact and relevance of scholarly activities (single-spaced, 3 pages maximum)
- Documentation of productivity in scholarship (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).

Candidates are asked to create separate digital PDF files for each item above and upload them through the online submission form. ~~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 Canvas, the University's Learning Management System. 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 to the Provost's Office and should be mentioned in the digital portfolio.

Selection Committee

The scholarship excellence award selection committee convenes in December. 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

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 6-point scale ranging from 0-5, where 0 is not evident and 5 is fully evident (exemplary). Evidence of the following criteria is evaluated:

- Demonstrates support of FGCU's mission (applicant demonstrates how scholarly activities support the mission of the nominee's college)
- Demonstrates approach to scholarship (reflective narrative on research agenda, research focus, growth in scholarship and demonstration of impact and relevance of scholarly activities)
- Documents productivity in scholarship. Applicant documents productivity in scholarly activities and the dissemination of knowledge through venues such as:
 - articles published in peer-reviewed journals
 - artistic performances/exhibitions
 - books and book chapters authored and co-authored
 - musical compositions/paintings/sculptures/performing arts
 - grants awarded for scholarly activities
 - new technologies/software applications in research/teaching
 - other relevant scholarly activities with impact
 - presentations at national and international meetings
 - peer-reviewed conference proceedings

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. The winners of the awards will be announced to the University Community via an all faculty/staff email, as well as on the FGCU webpage.

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 Office of the Provost, and the chair of any Faculty Senate ad hoc committee charged with reviewing award processes. [Names of winners who have been decided upon by the award selection committee shall be submitted to the Provost's Office by March 30th.](#)

Key Dates (if a date falls on a holiday, the due date will be the next business day):

Third Monday in September	Provost's Office sends out first official call for nominations to faculty, staff, and students
First Friday in November	Provost's Office sends out final call/reminder for nominations
<u>Third Friday in November</u>	Deadline for all Excellence Award nominations
First Monday in December	Provost's Office convenes the Excellence Award Selection Committee
First Monday in February	Portfolios due to the Provost's Office by 9:00 am

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Commented [CA1]: Exact dates will be posted on the award website.

<u>March 30th</u>	<u>Submission of Winners' Names</u>
April 22, 2022 <u>Mid-April</u>	Celebration of Excellence Awards

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