

# Scholarship/Artistic Recognition Awards GUIDELINES

## Purpose of the Awards

The purpose of these awards is to recognize faculty who have produced scholarly or artistic work of high merit during the past year. Awards are presented annually in March at the Distinguished Faculty Awards ceremony.

## Nature of the Awards

Two awards of \$1,000 each and a commemorative plaque are made annually – one award in each category.

## Eligibility and Restrictions

All full-time, tenure-track faculty are eligible. A person may receive either award only once in five years.

## Application and Evaluation Procedures

Faculty and staff are encouraged to nominate their peers; however, self-nominations are also acceptable.

*For the Scholarship Recognition Award*, faculty must submit to the Provost's Office (106 Welch Hall) no later than February 15 two copies of a scholarly article, monograph, or book that has been published during the most recently completed calendar year. Manuscripts are judged according to scholarly significance, value for teaching and learning, originality of concepts, thoroughness of scholarship, and quality of writing. Letters of support are recommended but not required. A current *curriculum vitae* should be attached to the nomination.

*For the Artistic Recognition Award*, any work of art, artistic performance, musical work or performance, dramatic production, costume, lighting, or set design, or comparable activity from the most recently completed calendar year can be requested to be judged competitively. Applicants should submit their work or, in the case of a live performance, contact the Associate Provost no later than February 15 to set up a performance review. A videotape or recording may be submitted for theatrical or musical performances as part of a portfolio of support letters, reviews, testimonials, and other evidence of merit. Criteria used to evaluate creative works include significance to the applicable discipline(s), originality, and overall quality. A current *curriculum vitae* should be attached to the nomination.