APPLICATIONS FOR PRESIDENT'S DISTINGUISHED SCHOLAR AWARD

The President's Distinguished Scholar Award has been established to recognize research/creative activities, service, and instruction of faculty at FHSU.

Written nominations and/or indications of interest are due in the Office of the Provost by **March 3, 2014**. If nominated, individuals will be notified immediately in order to prepare application files.

Application files are due in the Office of the Provost on or before **April 15, 2014**.

Eligibility

All unclassified employees of the University are eligible for consideration each year, even if they were previous recipients of the award. Former recipients should show substantial and **qualitative** contributions beyond those for which the previous award was made. Previous applicants are encouraged to update their materials and reapply.

Criteria

Faculty will be evaluated for this honor by analysis of their performance in the categories of research/creative activities, service and instruction. Acceptable levels of performance must be demonstrated in service and instruction, but the primary focus of this award is on research/creative activities and materials. Heavy emphasis will be placed on assessing the quality and significance of these items.

The application file provided by the individual should contain:

a. A vita containing information to document research/creative activities and service.

b. A case statement with supporting materials organized in a 3-4” three-ring notebook. This case statement should be introduced by an expressive and incisive personal letter to the committee emphasizing the most important achievement in the applicant’s career. This letter is weighted very heavily in the decision making process.

c. Supporting letters from internal and external constituencies (maximum of three on-campus and two off-campus). Blind letters of support must be sent to the committee chair. Reference letters received directly from the applicant will not be considered.

d. Other supporting information, as deemed appropriate by the individual. Audio-visual materials should be avoided unless they represent a critical part of the presentation.

Procedure

Applications will be reviewed by an evaluation committee and a recommendation will be forwarded to the President in time to be announced at the Fall Convocation in August.

The committee is composed of a maximum of five members consisting of previous years' recipients (if not a repeat candidate). The Provost serves as chair of the committee and is responsible for administration of the award process. The members are: Dr. Chris Crawford, Dr. Richard Packauskas, Ms. Amy Schmierbach, Dr. Greg Farley, and Dr. Paul Adams.

The evaluation committee conducts their review in such a fashion that their recommendation will allow the President to announce the award at the Fall Convocation in August.

The honoree is expected to give a scholarly lecture during the **HONORS CONVOCATION** held during the fall semester.

The honoree also receives a check for $1,500 and a medallion specially designed for the occasion by Jim Hinkhouse, former FHSU professor of art. The honoree is also recognized by a plaque that is placed in the Memorial Union.

Should you have questions, please contact any of the committee members.