

2023 ALUMNI ASSOCIATION AWARDS FOR

DISTINGUISHED FACULTY RESEARCH, CREATIVE ACHIEVEMENT AND FACULTY EXCELLENCE IN ENGAGED SCHOLARSHIP

**FINAL SUBMISSION DEADLINE: Friday, 27 January 2023
SUBMITTED ELECTRONICALLY**

Nominations are sought for the following awards:

Alumni Association Award for Distinguished Achievement in the Creative Arts

Alumni Association Award for Distinguished Research in the Humanities

*Alumni Association Award for Distinguished Research in
the Social Sciences, Business & Law*

*in Science, Engineering & Mathematics
Alumni Association Award for Distinguished Research
The Excellence in Engaged Scholarship Award*

Deans should submit nominations for these awards electronically to lcthmas1@memphis.edu via the UM Drive in the **Office of the Executive Vice President for Research and Innovation, by the last Friday in February. Deadlines internal to each unit may vary.** Only faculty members who have been employed full-time by the University of Memphis for five academic years prior to the semester of their application or nomination are eligible. Faculty may not be re-nominated within 7 years of receiving an award and may not receive more than 2 awards. The process to nominate occurs in two stages. The college or school will select and inform nominees and invite them to complete nomination packages for college-level review. The college or school will select no more than one nominee per category whose nomination packages will be forwarded to the Office of the Executive Vice President for Research and Innovation by the last Friday in February. Nomination packages should include *a current CV with a complete list of publications, along with a maximum of three copies of scholarly and/or creative activities, a narrative summary of the nominee's research achievements, recommendations from the department and College or School, and at least three external letters from distinguished referees or community partners.*

Once received by the Office of the Executive Vice President for Research and Innovation, a committee will be formed to make the final selection. Please direct questions to Carol Thomas, lcthmas1@memphis.edu.

GUIDELINES

PURPOSE

To award faculty who have brought honor and recognition to the University in the following areas:

- Distinguished Achievement in the Creative Arts
- Distinguished Research in the Humanities
- Distinguished Research in the Social Sciences, Business & Law
- Distinguished Research in Science, Engineering, and Mathematics
- Excellence in Engaged Scholarship

ELIGIBILITY

- Candidates must have been employed full-time by The University of Memphis for five academic years prior to the semester of their application or nomination.
- Former award winners may not be re-nominated within seven years of the first award and may not receive the award more than twice.

ABOUT ENGAGED SCHOLARSHIP

Excellence in Engaged Scholarship Award: The University of Memphis is a metropolitan research institution that seeks to serve its urban, regional, state, national, and global communities in a number of ways. Vital to this mission is scholarship that addresses the concerns and opportunities of these communities. Such scholarship (1) involves academic projects that engage faculty members and students in a collaborative and sustained manner with community groups; (2) connects university outreach endeavors with community organizational goals; (3) furthers mutual productive relationships between the university and the community; (4) entails shared authority in the research process from defining the research problem, choosing theoretical and methodological approaches, conducting the results, developing the final product(s), to participating in peer review; and (5) results in excellence in engaged scholarship through such products as peer-reviewed publications, peer-reviewed collaborative reports, documentation of impact, and external funding.

In keeping with this purpose, the University of Memphis has established a faculty award to recognize excellence in engaged scholarship. The Excellence in Engaged Scholarship Award will further awareness of engaged scholarship in partnerships between faculty members and students of the University of Memphis and community organizations and agencies in the Memphis/Mid-South region, the State of Tennessee, the United States, and global communities.

GUIDELINES

NOMINATION PROCESS

Nomination is a two-phase process.

Phase 1

Candidates may be self-nominated or nominated by any faculty or administrative staff member employed full-time by The U of M in the semester of nomination. Candidates should be informed of their candidacy by the College or School receiving the nomination. **Colleges and Schools may nominate one faculty member in each category.** All nominations must be endorsed by the unit chair. Nominations from the Colleges of Arts & Sciences, Business & Economics, Communication & Fine Arts, Education, and Engineering must be submitted to the appropriate College Council for Graduate Studies and Research. Nominations from the Schools of Communication Sciences and Disorders, Public Health, Nursing, and Law must be submitted directly to the Dean of the School. **The Colleges and Schools will set their own internal deadlines prior to final submission to the Office of Research and Innovation by the last Friday in February.**

Phase 2

After review within the College or School, the Dean's office may send a single nomination for each award from the College or School to lcthtmas1@memphis.edu in the Office of the Executive Vice President for Research and Innovation by **the last Friday in February**, along with a narrative statement detailing the nominee's achievements in Engaged Scholarship. The Dean's office will notify all nominees about the results of the College or School review.

PHASE 1: SUBMISSION PROCESS AND DEADLINES TO THE COLLEGE/SCHOOL

Note: Each College/School should send nominations for each award as a single PDF file for each category using the Subject Line: 2023 AADRA Nominations to lcthtmas1@memphis.edu, Office of Research and Innovation by the last Friday in February. Please check with your College/School for internal deadlines.

The nomination packet consists of the required cover sheet (last page of guidelines); a CV with a complete list of publications, along with a maximum of three copies of scholarly and/or creative activities, a narrative summary of achievements in creative activity, research, or engaged scholarship; recommendation letters from the academic unit and College or School; and at least three external letters from distinguished referees or community partners in engaged scholarship. The nominee will provide names of possible reviewers, which will be supplemented by the department chair. At the College or School level, the Graduate Director will solicit the three external letters of recommendations. Nominations of faculty who have won the award in the past should stress the nominee's work since that award was won.

GUIDELINES

For the Engaged Scholarship Award, it is important that these materials demonstrate how the faculty member has engaged in a collaborative and sustained manner with community groups; has connected university outreach with community organizational goals; has furthered mutual productive relationships between the university and the community; entails shared authority in the research process from defining the research problem, choosing theoretical and methodological approaches, conducting the results, developing the final product(s), to participating in peer review; and has generated products—such as peer-reviewed publications, peer-reviewed collaborative reports, and external funding—that reflect excellence in engaged scholarship activities.

After review within the College or School, the Dean's office will submit a single nomination in each category appropriate to that College or School to the Office Research and Innovation, 303 FedEx Institute of Technology, by **the last Friday in February** along with a letter detailing the nominee's achievements. The Dean's office will notify all nominees about the results of the review.

PHASE 2: REVIEW PROCESS BY THE OFFICE OF RESEARCH AND INNOVATION

Committees will be convened by the Executive Vice President for Research and Innovation to evaluate submissions in each category. These committees reserve the right to make no awards in a given year if in their judgment no sufficiently distinguished recipients can be identified.

Reviewers will evaluate the nominations based on quality of scholarly contribution to the discipline; originality of contribution; recognition of work by peers; membership on student committees; external support if available in the discipline, the quality of the projects and how well they meet the criteria of engaged scholarship, or any other relevant quality measures.

Final nominees for these awards are subject to confirmation by the President. The confirmed awards will be presented at the annual Faculty Awards Luncheon. Each recipient will receive a \$2000 honorarium and a certificate.

GUIDELINES

FACULTY AWARDS COVER SHEET

Nominee:

Department:

Position:

Years employed at U of M:

Are you a previous recipient of a Distinguished Research Award or an award for Excellence in Engaged Scholarship?

No: ☐ Yes: ☐ Date of previous award:

Indicate nomination category in the appropriate box below:

☐	☐	☐	☐	☐
Distinguished Achievement in Creative Arts	Distinguished Research in Humanities	Distinguished Research in Natural Sciences, Business & Law	Distinguished Research in Nursing, Engineering & Biomedicine	Excellence in Engaged Scholarship

Endorsed by: _____
(Academic unit head; letter attached)

Recommended by: _____
(College/school director of graduate studies & research; letter attached)