

## **College of Arts, Social Sciences, & Humanities Faculty Excellence Award**

The College of Arts, Social Sciences, and Humanities (CASSH) Faculty Excellence Award serves to recognize faculty who continue to excel in teaching, scholarship and creative projects, service, and contributions to CASSH and its strategic direction and CASSH faculty colleagues. The recipient holds the award for up to a three-year period beginning in the fall semester. The award must be implemented immediately upon selection, i.e., no deferrals or extensions will be granted.

### **Recipients of a Faculty Excellence Award will receive:**

- An annual stipend of \$4,000 per year which upon successful completion of the program and at the discretion of the dean may be added to base salary and the funding source will be E&G.
- An annual budget up to \$5000 per year, the use of which is proposed in the application (may include travel, materials and equipment, graduate assistants, or other expenditures designed to enhance the work of the recipient).
- A .375 summer appointment (non-teaching) for the duration of the award to work on projects specified in the application.

### **Responsibilities:**

The recipient must submit to the Chair and Dean an annual (12-month) report of activities related to the award for each year of the award. The Dean shall have oversight of and monitor the recipient's progress to ensure that satisfactory progress on the awardee's project is being made. The Dean shall have the discretion to discontinue the award if satisfactory progress is not demonstrated in the annual report. Satisfactory progress includes both evidence of work completed to date and clearly demonstrated and appropriate progress toward the overall goal as outlined in the application.

At the conclusion of the award the recipient will be expected to make a public presentation on the project as outlined in the application. The presentation will normally be made during the latter part of the final year of the award period.

### **Criteria for Selection:**

- Full-time faculty in the College of Arts, Social Sciences, and Humanities.
- Minimum of six years at UWF at the time of application.
- Notable contributions to CASSH and its strategic direction and to CASSH and/or faculty colleagues as stated in the "Project Proposal Elements" noted below.
- A sustained level of notable achievement in at least one of the areas: teaching, scholarship and creative projects, or service.

### **Nomination/Application Procedures:**

Eligible faculty members may either apply or be nominated by colleagues.

Whether applying or nominated by others, the following documents must be submitted via the chair to the dean by the applicant/nominee for consideration by the College of Arts, Social Sciences, and Humanities Faculty Excellence Award Selection Committee appointed by the dean:

- Letter of application outlining the candidate’s qualifications for a CASSH Faculty Excellence Award as related to sustained excellence in teaching, intellectual contributions, and/or professional/community service.
- Current curriculum vitae.
- Documentation of sustained excellence in teaching, intellectual contributions, and/or professional/community service.
- College of Arts, Social Sciences, and Humanities Faculty Excellence Award project proposal.
- Letters of support highlighting innovation, engagement and impact of teaching, intellectual contributions, and professional/community service. One letter should be from the Chair/Director of the applicant’s department. At least one letter from any of the following groups: students, College of Arts, Social Sciences, and Humanities colleagues, professional colleagues in higher education outside the University, and professional associates in the community.

**College of Arts, Social Sciences, and Humanities Faculty Excellence Award Project Proposal Elements**

The College of Arts, Social Sciences, and Humanities Faculty Excellence Award project proposal should

- Focus on enhancement of teaching, intellectual contributions, and/or professional/community service. Teaching is broadly defined to include high impact learning experiences in and/or out of the classroom.
- Support the vision, mission, strategic plans, and priorities of the University, the Division of Academic Affairs, and the College of Arts, Social Sciences, and Humanities in particular.
- Display key characteristics such as
  - Innovation.
  - Potential to foster engagement between faculty and students, students with other students, and/or faculty and students with the professional community.
  - Promise of high impact on teaching, and
  - Visibility/recognition for the College of Arts, Social Sciences, and Humanities and UWF at a regional, national and international level.
- Identify a clear set of goals and objectives.
- Outline strategies to achieve goals and objectives.
- Specify measures used to assess progress toward and achievement of the goals and objectives.
- Provide a budget for all three years of the proposed project.
- Frame a plan for disseminating information about the project to College colleagues and the wider University community.

**Review Process:**

- A College Selection Committee designated by the Dean and composed of faculty representation and other appropriate persons will review nominations and supporting materials and will make recommendations to the Dean by the applicable deadline.
- The Dean will determine and announce the names of the recipient(s) to the College.