

Humboldt State University
Academic Senate

1st Reading
2/10/09
2/17/09
3/3/09

Resolution on Faculty Awards

#16-08/09-FA (Revised) – March 10, 2009

RESOLVED: That the Academic Senate of Humboldt State University recommends that the current description of the Faculty Awards Committee (a standing committee of the Senate) in Section 800 of the HSU Faculty Handbook be replaced with the attached document #1; and be it further

RESOLVED: That the Academic Senate of Humboldt State University recommends that the criteria for each award indicated in Attachment #1 be those of attached document #2; and be it further

RESOLVED: That the Academic Senate of Humboldt State University recommends that the *HSU Faculty Handbook*, Appendix F (Bylaws and Rules of Procedure of the Academic Senate), Article XVI. Section 4 be replaced with the attached document #3; and be it further

RESOLVED: That the Academic Senate of Humboldt State University recommends that each of the faculty awards shall include a stipend of \$1000 for Outstanding Professor and \$500 for other awards, and an opportunity to present a lecture or performance open to the University and Community, thereby forming an awards lecture series free of charge to attendees. The Humboldt Medal will be conferred on all awardees.; and be it further

RESOLVED: That the Academic Senate of Humboldt State University recommends that these changes shall take effect in the 2009-2010 academic year.

Scholarship
Outstanding
\$2,000 from
P.O.

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RATIONALE: Some faculty are excellent teachers, while others are excellent scholars or leaders. We wish to honor those who excel in any of these three areas of retention, tenure, and promotion. We thus propose an award in each of the three areas, as well as an Outstanding Professor Award for those who have shown superlative performance in all areas. Currently there is little guidance as to the criteria for selecting awards, so we have drafted a guiding document. To further cooperation between the faculty and administration, both the previous outstanding professor and the President co-chair the new awards committee, with their nominations ratified by the full Senate.

PASSED Unanimously – March 10, 2009 – Academic Senate
Approved – March 13, 2009 – President Richmond

Electronic Distribution: Division Vice Presidents ; Dept. Chairs

Attachment #1 to Resolution #16-08/09-FA (Revised)

The proposed language is in underline and italic, followed by the current language as it appears in Section 800 of the *HSU Faculty Handbook*.

FACULTY AWARDS COMMITTEE

Duties: The committee is appointed to select the nominees for the following HSU awards: Excellence in Teaching, Scholar of the Year, Outstanding Service Award, and Outstanding Professor. The Faculty Awards Committee reports to the Academic Senate its nominations during the Senate's first March meeting of the academic year in which the awards are to be presented. Upon receiving the nominations of the Faculty Awards Committee, the Academic Senate ratifies the awards by a vote of 2/3 of those present, and forwards its recommendation to the President for conferral. On behalf of the University, the President confers awards honored in a ceremony open to the public. Recipients of the awards will have the opportunity to present a public lecture or performance, and the awards carry stipends from the Humboldt State University Foundation and the Division of Academic Affairs.

Co-Chairs: The University President or designee, and the most recent recipient of the Outstanding Professor Award, or in the absence of such a recipient, the more highly ranked or experienced recipient of the Excellence in Teaching or Scholar of the Year Awards. (see Appendix F, XVI, Section 4).

Type: Academic Senate

Meetings: Two to three times per year

Membership: In addition to the co-chairs, three members of the teaching faculty (two of whom are previous recipients of at least one Award) appointed for one-year terms by the Senate Appointments Committee, and one student appointed by the Associated Students.

FACULTY AWARDS COMMITTEE

Duties: The committee is appointed to select the nominee from HSU for the Outstanding Professor Award. The Faculty Awards Committee reports to the Academic Senate its recommendation for the HSU Outstanding Professor during the Senate's first November meeting of the academic year in which the award is to be presented. The Senate's recommendation is then submitted to the President. The recipient of the award is honored at commencement, and the award carries a stipend from the Humboldt State University Foundation.

Chair: Previous recipient of the Outstanding Professor Award (see Appendix F, XVI, Section 4)

Type: Academic Senate

Meetings: Two to three times per year

Membership: In addition to the chair, four members of the teaching faculty (two of whom are previous recipients of the Outstanding Professor Award) appointed for one year terms by the Senate Appointments Committee, and one student appointed by the Associated Students President.

AWARDS CRITERIA

Two **EXCELLENCE IN TEACHING** awards are conferred on a yearly basis: one to a lecturer and the other to a tenure-line member of the faculty.

- Nominees for the Excellence in Teaching award must have been teaching faculty for at least three of the previous five years.
- The primary criterion for this award is a record of *superlative teaching at Humboldt State University*. No amount of professional achievement or service to campus, community, or profession, shall substitute for this essential requirement.
- In cases where nominees are perceived as equally superlative in their teaching, contributions to research, scholarship, and service may be considered, but only insofar as these activities bear direct relevance to the nominee's primary role as educator.
- The committee may, at its discretion, request permission from nominees who do not receive an award to retain their files for evaluation in the following year. However, no file shall be retained longer than three years.

Nominations for the Excellence in Teaching award must include (but are not limited to including):

- Nominator's Statement describing the teaching achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's Statement of Teaching Philosophy
- Nominee's *Curriculum Vitae*
- Peer and Student Teaching Evaluations for the most recent three years of service
- Letters and evaluative statements from peers, students, and community members, identifying the writer.

SCHOLAR OF THE YEAR is conferred on a yearly basis to a member of the faculty.

- Nominees must have been employees of the University for at least three of the previous five years.
- The primary criterion for this award is a record of *superlative research, creative activities, and/or scholarship*. No amount of teaching achievement or service to campus, community, or profession, shall substitute for this essential requirement. The greater part of this activity must have been performed while employed at HSU.
- In cases where nominees are perceived as equally superlative in their creative activities, contributions to teaching and service may be considered, but only insofar as these activities bear direct relevance to the nominee's primary role as scholar.
- The committee may, at its discretion, request permission from nominees who do not receive an award to retain their files for evaluation in the following year. However, no file shall be retained longer than three years.

Nominations for Scholar of the Year must include (but are not limited to including):

- Nominator's Statement describing the creative achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's Statement of Research and/or Creative Interests
- Nominee's *Curriculum Vitae*
- Copies or other appropriate presentations of the nominee's research/creative products, along with peer or external evaluations of these products
- Letters and evaluative statements from peers, students, and community members, identifying the writer.

The **OUTSTANDING SERVICE AWARD** is conferred on an occasional basis, as appropriate, to a member of the faculty. No more than one such award shall be bestowed per year.

- Nominees must have been employees of the University for at least three of the previous five years.
- The primary criterion for this award is a record of *superlative service to the university and/or community*. No amount of teaching or scholarly achievement shall substitute for this essential requirement. The greater part of this activity must have been performed in connection with the nominee's employment at HSU.
- In cases where nominees are perceived as equally superlative in their service activities, contributions to teaching, research, and creative activities may be considered, but only insofar as these activities bear direct relevance to the nominee's primary role serving the university and community.
- The committee may, at its discretion, request permission from nominees who do not receive an award to retain their files for evaluation in the following year. However, no file shall be retained longer than three years.

Nominations for the Outstanding Service Award must include (but are not limited to including):

- Nominator's Statement describing the service achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's *Curriculum Vitae*
- Peer and/or external evaluations of the nominee's service
- Letters and evaluative statements from peers, students, and community members, identifying the writer.

The **OUTSTANDING PROFESSOR AWARD** is conferred on an occasional basis, as appropriate, only to a uniquely outstanding member or emeritus member of the faculty.

- Nominees must have been employees of the University for at least three of the previous five years.
- The criterion for this award may be either:
 - A long and continuous combined record of *superlative teaching, research and creative activities, and service to the university and/or community*. The awardee must demonstrate this superlative performance in at least *two* of the three areas, with at least excellent performance in the third. The greater part of these activities must have been performed in connection with the nominee's employment at HSU.
 - or,
 - A unique and singularly notable contribution in any of the three areas that has resulted in the significant betterment of humankind. Typically, such an awardee will have achieved national or international recognition for the contribution.

Nominations for Outstanding Professor must include (but are not limited to including):

- Nominator's Statement describing the achievements of the nominee and a description of the evidence presented to the committee as a basis of judgment
- Nominee's Statements of teaching philosophy and research interests, and *Curriculum Vitæ*, and/or summary of their singularly notable contribution.
- Peer and/or external evaluations of the nominee's qualifications
- Letters and evaluative statements from peers, students, and community members, identifying the writer.

The propose language is in *underline and italic*, followed by the current language as it appears in Article XVI, Section 4 of Appendix F (Bylaws and Rules of Procedure of the Academic Senate) in the *HSU Faculty Handbook*.

Section 4. Faculty Awards Committee--The Co-Chairs of the Faculty Awards Committee are the University President (or designee) and the most recent recipient of the Outstanding Professor Award, or in the absence of such a recipient, the more highly ranked or experienced recipient of the Teacher of the Year or Scholar of the Year Awards. Four additional members, two of whom are previous recipients of an Award, shall be appointed to one-year terms by the Senate Appointments Committee.

Section 4. Faculty Awards Committee--The Chair of the Faculty Awards Committee is the recipient of the Outstanding Professor Award from the previous year. Four additional members, two of whom are previous recipients of the Outstanding Professor Award, shall be appointed to one-year terms by the Senate Appointments Committee.

Merry Phillips

From: Rollin Richmond [Rollin.Richmond@humboldt.edu]
Sent: Monday, April 13, 2009 10:51 AM
To: Merry Phillips
Cc: Mary Greta; Patty Lindley; Robert Snyder; Ray Wang; Ken Ayoob; James Howard; Nancy Hurlbut; Saeed Mortazavi
Subject: Resolution on Faculty Awards

Dear Merry: Thank you for your memorandum of April 9th with notification of the Senate's passage of the Resolution on Faculty Awards (#16-08/09-FA) as revised. I am pleased to approve this resolution and thank the Senate for its action.

Rollin

Rollin C. Richmond, President
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