

**Office of the Provost**

University of Maryland, Baltimore County  
1000 Hilltop Circle  
Baltimore, Maryland 21250


PHONE: 410-455-2333

FAX: 410-455-1107

WEB: [www.umbc.edu](http://www.umbc.edu)

Date: August 25, 2014

To: UMBC Campus Community

From: Patrice McDermott   
Vice Provost for Faculty Affairs

Re: Nominations for the Board of Regents' Faculty Awards

Since 1998, the Board of Regents has presented Regents' Faculty Awards to recognize distinguished performance by faculty members within the past three years. These \$1,000 awards represent the highest honor bestowed by the Regents upon exemplars of faculty achievement. Recently, the USM announced the names of recipients of the 2014-2015 Regents' Faculty Awards.

The Honors and Awards Committee of the Faculty Senate will prepare nominations of UMBC faculty for the Board of Regents' Faculty Awards. Awards will be bestowed in spring 2015 in the categories of teaching, scholarship/research/creative activity, public service, mentoring, and innovative excellence. One award in each category may be given for Inter-USM-campus collaboration.

The Regents have established a two-stage nomination process. In stage one, the Honors and Awards Committee of the Faculty Senate will review the nominations and will select the nominees to be forwarded to the Regents' Faculty Award Committee. For stage one, the nominee should submit a packet of no more than five pages, including a summary resumé, a one-page essay by the nominee describing his or her contribution to excellence, a letter of recommendation from the department chair or dean, and brief documentation of exemplary achievement. UMBC's faculty are highly qualified for these prestigious awards and I strongly encourage you to submit nominations this year. The packet should be sent to the Honors and Awards Committee, c/o Patrice McDermott, Office of the Provost, no later than **Friday, September 26<sup>th</sup>**. Nominations submitted to the Honors and Awards Committee within the past two years are still on file and may be re-activated by contacting Dr. McDermott.

A summary of the procedures, eligibility, criteria, and contents of the nomination packets is attached. For detailed information concerning the Regents' Faculty Awards and the nomination process and criteria for the different award categories, please see <http://www.usmd.edu/usm/academicaffairs/regfac.txt>. Please note that the Regents' Awards are given for accomplishments within the last three years (July 1, 2011– June 30, 2014), so nominations and recommendations should focus on this time frame.

The Honors and Awards Committee will work with each selected nominee to prepare the full nomination portfolio for submission to the Regents' Faculty Awards Committee by October 31.

## Summary of Regents' Faculty Awards

**Eligibility:** The nominee must meet all of the following criteria:

- The faculty member(s) must be currently employed by a USM institution that is located in the U.S.
- An individual must have been a USM faculty member for at least five years.
- The faculty member must have been employed by a USM institution while making the outstanding contributions on which the nomination is based.
- The period of performance to be considered will be the three-year period ending on June 30 of the year in which the nomination is made. (This criterion has been particularly important in helping the Honors and Awards Committee select the final nominees from UMBC.)

**Criteria for Awards:** The nominee's accomplishments must be characterized by the following:

- The faculty member should have fulfilled ordinary obligations as indicated in the institution's workload policy and as agreed upon by the department/unit. Accomplishments for which he or she is nominated must clearly exceed ordinary expectations.
- Achievements should be continuous in an academic field. Peers and/or the broader public must recognize the outstanding nature of the contributions.

Paid consultancies are excluded from award consideration.

### **Descriptions of Achievement in Award Categories:**

*Excellence in Teaching* (a maximum of four awards): The nominee shall have demonstrated accomplishments in areas such as course development and pedagogy, faculty development, mentorship of faculty, direction of student research projects, and leadership in teaching improvement. These accomplishments can be demonstrated in face-to-face or distance learning settings. The award recipient shall have succeeded in promoting measurable increases in student learning.

*Excellence in Research/Scholarship/Creative Activity* (a maximum of four awards): The nominee shall have shown evidence of exceptional scholarship, research, or creative accomplishments that extend or deepen the bounds of knowledge.

*Excellence in Public Service* (a maximum of four awards): The nominee shall have contributed to the community through involvement in initiatives such as K-16 programs, clinical practice, professional organizations, and public policy. Service to USM institutions is excluded.

*Excellence in Mentoring* (a maximum of four awards): The nominee shall have demonstrated excellence in the mentoring of students. This can be demonstrated in several ways such as student career development, measurable improvement in areas such as retention and graduation rates, and improvement of post-baccalaureate progression rates or major-field or related-field employment rates. Supporting evidence should document the value of the mentoring. Testimony of current students and graduates is encouraged. Direction of student research projects shall be considered under teaching rather than under mentoring.

*Excellence in Innovation* (a maximum of one award): The nominee shall provide evidence that includes a brief description of the innovative academic or administrative initiative, its potential benefits, magnitude, and estimated costs and/or resources savings of \$10,000 or more.

*Excellence in Inter-USM-Campus Collaboration*: A maximum of one collaboration award may be given in each of the following categories: teaching, mentoring, research and public service. Collaboration awards are presented to teams consisting of faculty members from at least two University System of Maryland institutions to recognize collaboration involving faculty members at different USM institutions.

**Application:** A complete application will include the following within a maximum of 20 pages:

- Nomination letter from the President or designee
- For collaboration awards, either President may prepare the nomination letter. The other President(s) must endorse the nomination.
- Two to four letters of recommendation. At least one letter from the department chair or dean should be submitted. Contact information for recommenders should be included.
- Current and relevant summary resumé of nominee.
- One-page essay from the nominee describing how he or she has contributed to excellence in the category of nomination.
- Certification form documenting employment history and fulfillment of the institution's workload policy in the areas of teaching (classroom and non-classroom); scholarship/research/creative activity; and service.
- Documentation of exemplary achievement. (For the teaching category, documentation must include persuasive evidence of peer evaluation of teaching and student learning. For research, scholarship, or creative activity and for public service, no more than three letters of recommendation from qualified individuals external to the nominee's institution should be submitted. For mentoring, no more than five letters from current and former students should be submitted.)
- Additional supporting materials such that the entire packet does not exceed 20 pages.