

Chancellor's/President's Award for Excellence in Faculty Service

ELIGIBILITY

Each award has program-specific eligibility criteria; nonetheless, there are eligibility criteria common to all. Regardless of program, nominees must have completed three consecutive academic years in full-time appointment. Individuals serving in part-time, adjunct, or visiting capacities – irrespective of length of their service or amount of their involvement – are ineligible for these programs.

GENERAL RESTRICTIONS ON ELIGIBILITY

There are also circumstances that preclude nomination regardless of the program. The following are special conditions that limit eligibility and these restrictions apply to all programs:

- Individuals holding Distinguished Faculty Rank – Distinguished Librarian, Distinguished Professor, Distinguished Service Professor and Distinguished Teaching Professor – may not be nominated for an Excellence Award in the category for which Distinguished Faculty Rank was conferred (e.g., a Distinguished Teaching Professor may not be nominated for the Excellence in Teaching Award);
- Recipients of an Excellence Award may not be nominated for another Excellence Award within a five-year period;
- Recipients of an Excellence Award may not be re-nominated for an award in the same category;
- Individuals holding the title of lecturer or titles of academic rank preceded by the designation “visiting” or other similar designations may not be nominated; and
- Posthumous nominations are ineligible.

PROGRAM SPECIFIC ELIGIBILITY AND SELECTION CRITERIA EXCELLENCE IN FACULTY SERVICE – (EIFS)

Nature of the Program – EIFS

The Chancellor's Award for Excellence in Faculty Service recognizes the consistently superior service contributions of teaching faculty. This service must be sustained over multiple-years and may occur in a variety of venues.

Criteria for Selection – EIFS

To be nominated, a faculty member must demonstrate consistently superior service. Eligible service contributions may occur in a variety of areas including service to the campus, the State University, the local community or contributions at the regional, state-wide, national or international levels. Eligible activities may encompass a combination of service contributions to discipline or disciplinary and professional organizations and societies; and to leadership in local or system-wide faculty governance.

The nature of the service must exceed the work generally considered to be part of a candidate's basic professional obligation (professional committees, etc.) and **must include service that exceeds that for which faculty are normally compensated**. There must be positive evidence of outstanding achievement and skill in providing leadership, outreach, or other University and/or community service or extraordinary service and leadership in the nominee's professional organization.

The scope of the service must extend over multiple years, must be geared toward effecting positive change and must involve the generous giving of personal time in service to areas previously described.

Candidates for this award must be full-time teaching/instructional faculty who meet, and preferably exceed, the selection criteria, and who also demonstrate initiative and creativity in exceeding these standards.

Eligibility – EIFS

Academic Background – Candidates for the award must be full-time teaching, tenured or tenure-track, faculty for the academic year in which the award is to be given and regularly carry a full-time teaching load as defined by the campus for full-time teaching.

Academic Rank – Nominees for the award may hold any academic rank (as defined in SUNY Board of Trustees policies: individuals holding the title of professor, associate professor, assistant professor, instructor or assistant instructor).

Length of Service – Nominees must have completed at least three years of full-time consecutive service on the home campus immediately prior to the year of nomination.

Restrictions – Individuals holding qualified academic appointments (as defined in SUNY Board of Trustees policies: individuals holding the title of lecturer or titles of academic rank preceded by the designation “visiting” or other similar designations) may not be nominated.

FORMAT OF NOMINATION FILE:

- 1. Nomination Form as the first page of the file.**
- 2. Current and detailed curriculum vitae.**
- 3. Supporting Statements:** Letters of recommendation from the nominee’s supervisors and colleagues, and constituents, if appropriate. Statements should address the nominee’s most outstanding qualifications and specific major achievements, with reference to the criteria for these awards. No more than 15 statements can be submitted.
- 4. Summary Presentation:** The file must include, in **ESSAY FORMAT (not letter format, not written in the first person, not signed)**, a summary, **limited to a maximum of 5 pages**, which gives the candidate’s most outstanding qualifications and major achievements and addresses *specifically* how the candidate *excels* in each of the award’s selection criteria. In addition to being included in the nomination file, the Summary Presentation must be submitted electronically as a WORD document attachment to Regina Funaro (regina.funaro@stonybrook.edu). **IMPORTANT:** After the campus selection committee makes its recommendations to the President, **ONLY THE SUMMARY PRESENTATION** will be submitted to Albany to make the case for the nominee. **Albany does not see the nomination file.**

DEADLINES:

September 18, 2008:

The **Nomination Form only** must be received by email **no later than September 18, 2008.** Complete the form at <http://www.sunysb.edu/provost/form/nominate2008.html> and click on submit.

November 6, 2008:

One copy of the **completed nomination file** must be received by the selection committee **no later than November 6, 2008.**

**Send to: Selection Committee
Excellence in Faculty Service Committee
Administration Building, Room 407
Z-1401**

No nomination files will be accepted after the November 6, 2008 deadline