

Chancellor's/President's Award for Excellence in Librarianship

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 LIBRARIANSHIP (EIL)

Nature of the Program – EIL

The Chancellor's Award for Excellence in Librarianship recognizes consistently superior professional achievement in the field of librarianship.

Selection Criteria – EIL

Nominees for the award must have demonstrated extraordinary performance in the following areas:

Skill in Librarianship – There must be positive evidence that the candidate performs superbly in fulfilling his or her librarianship duties. Consideration should be given to the candidate's ability to perform this function in a creative and innovative fashion that is of outstanding quality.

Service to the University and to the Profession – In providing librarianship services, the candidate must be generous with personal time and easily accessible. The individual must be flexible and adapt readily to the needs of the library, the institution and the constituents served.

Scholarship and Continuing Professional Growth – The candidate must keep abreast of developments in the field and use relevant contemporary data in relation to that person's work situation. Evidence in this category should include references to publications, membership and work in professional organizations, attendance at meetings, seminars, etc.

Eligibility Criteria – EIL

Academic Background – Candidates must hold full-time appointment as a professional librarian and must possess an MLS degree.

Academic Rank – Candidates may hold any academic rank (as defined in the SUNY Board of Trustees policies: individuals having the titles of librarian, associate librarian, senior assistant librarian and assistant librarian).

Length of Service – Candidates must have completed three consecutive academic years in full-time appointment as a professional librarian at the nominating campus immediately prior to the year of nomination.

Restrictions – Nominations may not be made for persons on sabbatical leave in the fall or spring semester prior to the year of nomination. Individuals serving as head of the campus library – or of all the libraries for institutions with multiple libraries – are also ineligible for nomination. (However, the head of the library may be eligible for the Excellence in Professional Service Award if this individual satisfies the other selection and eligibility criteria for that award.) Individuals holding qualified academic appointment (as defined in the SUNY Board of Trustees policies: individuals having the titles of academic rank preceded by the designations “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, colleagues and library patrons that attest to the candidate’s outstanding accomplishments and skills in the areas of librarianship, service to the University and to the profession, scholarship, and continuing professional growth. All areas must be addressed in at least one letter. No more than 15 letters may be submitted.
4. **Statement from candidate:** This should be a concise statement of the nominee’s philosophy of and approach to providing librarian services at Stony Brook.
5. **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

