

# RESEARCH EXCELLENCE AWARD NOMINATION GUIDELINES

## ***Eligibility***

Up to two Research Excellence Awards may be given each year. The Junior Research Excellence Award is for a scholar at the rank of assistant or associate professor. The Senior Research Excellence Award is for a scholar at the rank of professor. No more than one award will ordinarily be made in each category and none need be given in any particular year.

- No past recipient of an award will be considered eligible for a second award in less than a five-year period.
- The award to an assistant or associate professor will be based primarily on work done at UNCG during the past five years.
- The award to a professor will be made on the basis of the nominee's research career, with particular emphasis placed on work done in the last five years.
- Departments may nominate no more than one faculty member for each of the awards.

## ***Nomination Packet***

Nomination requires the completion of a Nomination Packet. The Nomination Packet consists of the following material.

1. The nomination form included at the end of this document.
2. A nomination letter from the candidate's Department Head/Chair.
3. A current curriculum vita.
4. At least two letters of support from external references. No more than three (3) external letters may be included in the Nomination Packet.

## **PLEASE NOTE:**

All materials are to be submitted electronically. The Nomination Packet, including the signed nomination form, should be scanned as a single pdf file and submitted via InfoReady Review. Additional details may be found at:

<https://research.uncg.edu/research-excellence-awards/>

## ***Selection criteria***

Awards will be made on the basis of the following selection criteria:

- the importance of the contributions to the field,
- the originality of the work,
- the execution of the research,
- the pattern of the nominee's research productivity,
- the academic reputation of the journals, publishing houses, exhibitions, and professional presentations in which the candidate's work has appeared, and
- the involvement of University students in the research and significant external support, if applicable.

## ***Evaluation of Nomination Packet***

The Review Committee will evaluate all nominees and recommend the names of those candidates judged deserving of the award to the Vice Chancellor for Research and Engagement. The Review Committee for the Research Awards will be composed of two former recipients of the Research Excellence Award, the Chair of the Research Grants Committee, and at least one faculty member at-large. The Vice Chancellor for Research and Engagement will serve as an *ex-officio* member. The final decision about awardees will be made by the Chancellor, the Provost, and the Vice Chancellor for Research and Engagement.

## ***Responsibilities of the awardees***

The recipients will receive a cash award. The Junior Research Awardee receives \$4,500. The Senior Research Awardee receives \$7,500. The awards are processed through university payroll and appropriate taxes will be applied. The awards are presented at the Faculty Awards Ceremony. Each Awardee will be recognized along with a description of their research in *UNCG Research*.