

January 18, 2012

TO: Letters and Science Department Heads and Faculty

FR: Melody M. Zajdel, Associate Dean

RE: L & S Meritorious Research/Creativity Award, Call for Nominations

The Letters and Science Meritorious Research/Creativity Award annually honors up to two faculty in the College of Letters and Science (one in Letters, one in Science) for especially significant research or creative achievement. Eligible nominees must be either full-time L & S tenure-track faculty or research faculty supported more than 50% by grants administered by a Letters and Science department, center or office. Nominees must have been employed by the College on instructional or research funding for at least three years. The Dean will present this award at the annual College awards ceremony.

Any L & S tenure-track or research faculty may nominate an individual for this award; however, a faculty member may **not** nominate themselves. The nomination may be prompted by a single, especially significant research or creative achievement, or by a recent body of work, either of which should be the product of extensive, mature research or creative activity. Awards will be made based on the significance and lasting effect of the nominee's work and on the broad impact or recognition of their achievement.

The nomination packet shall include

1. The nomination letter
2. The nominee's current curriculum vita
3. A support letter consisting of an external assessment of the research/creative achievement under consideration, written by an individual who is not a member of the nominee's department or center. There may be a maximum of two letters of support. All letters of support shall be obtained by the nominator.

Both the nomination letter and the letter(s) of support should address the significance and lasting effect of the nominee's research/creative achievement. Except to provide a current curriculum vita to the nominator, the nominee should not have a role in the nominating process.

Nominations should be submitted to the L & S Dean's Office by 5:00 PM, Monday, February 20, 2012.