

## Guidelines for Nominations for the Montana State University *Wiley Awards for Meritorious Research*

The following guidelines apply to the nomination and selection process for identifying winners of the Wiley Awards for Meritorious Research:

1. Any Montana State University–Bozeman faculty member or academic administrator may nominate a faculty member for this award; a faculty member may not nominate himself/herself.
2. The nomination may be stimulated by a single, especially significant research achievement or by a recent body of work, either of which should be the product of extensive, mature research activity. Typically, the nominee will be someone who has attained the rank of Associate or Full Professor.
3. In addition to the nomination letter, there shall be a maximum of two letters of support, which the nominator shall obtain and submit, with his/her letter. One of these letters of support shall be an external assessment of the research under consideration.
4. The nominating letter and the letters of support should speak to the significance and lasting effect of the nominee's research achievement, i.e., what contribution has this work made, has the work held up, and how?
5. The potential recipients of the Wiley Awards shall have no role in the nominating process. The university community shall literally bestow the Wiley Awards as its recognition of the nominees' professional gifts and achievements.
6. Nomination materials should include a cover letter and a current vita.





**MONTANA  
STATE UNIVERSITY**  
**FOUNDATION**

## MEMORANDUM

**DATE:** February 4, 2009  
**TO:** Deans and Department Heads  
**FROM:** Connie K. Carmack  
President & CEO  
**RE:** Wiley Awards for Meritorious Research and Creativity

Dr. David Dooley, Provost & Vice President for Academic Affairs, and Dr. Tom McCoy, Vice President for Research, will act as the screening committee for the MSU Foundation Board of Directors regarding nominations of candidates for the *2008-2009 Wiley Awards for Meritorious Research and Creativity*. Guidelines for nominations are attached.

If you wish to have an individual or individuals considered for this award, please forward a cover letter and supporting materials to Dr. McCoy by March 27, 2009. The recipient(s) will be recognized during the main Commencement ceremony.

CKC:bls  
Attachment

c: Dr. David Dooley, Provost & Vice President for Academic Affairs  
Dr. Tom McCoy, Vice President for Research