



Excellence in Research Award

\$1,000 award

1. Any member of the University of South Florida community may submit documented nominations of persons holding an appointment in "professorial rank" at USF for the Excellence in Research Award. "Professorial rank" refers to faculty in the rank of Assistant Professor, Associate Professor, or Professor.

There are two awards given for Excellence in Research, one goes to pre-tenure faculty and one tenured faculty.

2. Documented nominations are to be submitted to the chairperson of the department with which the candidate is affiliated, and a notice of the nomination is to be forwarded by the nominator to the Honors and Awards Council.

The department chairperson will forward the nomination to the college dean with any comments he or she chooses to make. Each dean will forward all nominations for consideration to the Chairperson of the Honors and Awards Council with such comments as he or she chooses to make by the deadline date.

3. Nominations must be accompanied by comprehensive curriculum vitae, should include an overview of the nominee's relevant research, and an explanation of the reasons why the nominee deserves consideration for the award emphasizing the significant contribution to his/her discipline and work of particular value in enhancing the University's academic reputation.
4. Candidates may be re-nominated in subsequent years. Repeated awards for the Excellence in Research Award will be given only under highly unusual circumstances.
5. Decisions by the committee will be transmitted as recommendations to the Provost for action.
6. No award will be considered final and official until it is formally announced by the Provost of the University.

Checklist for Excellence in Research Award Nomination

Any member of the University of South Florida community may submit documented nominations of persons holding an appointment in "professorial rank" at USF for the Excellence in Research Award. "Professorial rank" refers to faculty in the rank of Assistant Professor, Associate Professor, or Professor.

The Honors and Awards Council requests the nomination dossier to be organized in the following order.

- ___ A one-page nomination letter (a cover sheet with a brief explanation of why this person is a compelling nominee for this award with the nominator's signature)
- ___ Recommendations from the appropriate Chairs/Deans
- ___ Curriculum vitae
- ___ Summary of research contributions and significance

APPENDIX

- ___ Other materials that are relevant and will assist the Council in evaluating the contributions of the candidate.

Submission format:

Electronic file in Portable Document Format (pdf)

Submitted by: _____ Date: _____