

Guidelines
Spitze Land Grant University Faculty Award for Excellence

A. Objective of the Award

The objective of this award shall be to recognize meritorious comprehensive scholarly performance over a sustained period of time. Such comprehensive performance shall include contributions in all of the areas of academic responsibility unique to the Land Grant mission, namely teaching and advising, research and publication, extension and public service, and participation in professional associations and faculty governance.

B. Eligibility

Recipients of this award shall, on the date of that year's nomination, be currently employed tenured faculty members with at least ten years of continuous paid appointment (over 50%) with the above College or the faculty equivalent in the Division of Agriculture, inclusive of approved leaves. Resubmissions with a current nomination letter are acceptable. A faculty member may only receive this award once.

C. Process of Nomination

1. A faculty member may be nominated for the Spitze Land Grant University Faculty Award for Excellence by any academic department or unit of the College, by another faculty member, or by any other Division or College employee.
2. Nomination materials should include the most relevant information regarding:
 - a. Educational background of the nominee;
 - b. Professional background (positions held, locations);
 - c. Professional contributions and accomplishments (highlights of the most meaningful) to include a statement of impacts (on students, industry, society, the university, etc.);
 - d. Honors and awards; publications (list 10 most important books, book chapters, journal articles, etc.);
 - e. Teaching creativity to include courses taught, innovative technique, special contributions;
 - f. Extension and service activities.
 - g. The deadline for nomination materials to be submitted will be announced each fall by the Office of the Dean or the appropriate Associate Vice President.

These categories are not meant to be exclusive and others may be added as deemed appropriate by the nominator (exemplary consulting activities; public roles, etc.) The nomination should end with a compelling summary statement signed by the head of the nominee's unit with the total statement not to exceed 10 single-spaced typed pages.

D. Selection Criteria

1. The final selection of the recipients of this award shall be made by an appropriate faculty peer evaluation and selection committee in consultation with the Administration of the College of Agriculture and Home Economics (or its successor names). The award announcement, nomination process, specific selection criteria and procedures, and manner of presentation shall be determined by a representative faculty committee and the above Administration. The College may, but is not obligated to, make the award every year.

2. Granting of this award may be considered contingent upon sufficiency of the above named Educational Funds. In the event that there is an intended substantial change in the purpose, procedures or designation of this award from these funds, it is our expressed wish that counsel will be sought, as is possible, from the donors or their descendants or estate administrators.