

To: SDSU Senate
Date: April 5, 2005
From: Sherry Little, Chair, Faculty Honors & Awards Committee
Re: Change to Policy File

ACTION:

The Faculty Honors & Awards Committee moves that the Senate approve the following change to the Policy File:

- 2.0 Alumni Award for Outstanding Faculty Contributions to the University
 - 2.1 Faculty shall be so honored and shall receive monetary awards from the San Diego State University Alumni Association.
 - 2.2 Criteria: The Faculty Honors and Awards Committee shall recommend faculty members who have contributed the most to the University or on behalf of the University to the community, the state, the nation, or the world of scholarship in such categories as outstanding teaching, distinguished scholarship or professional activity, or other exceptional service.
 - 2.3 Procedure
 - 2.31 Each spring the Faculty Honors and Awards Committee shall recommend one tenured, probationary, or FERP faculty member from each college for an Alumni Award for the following academic year. The committee may choose not to recommend an award in a college. The Imperial Valley Campus and the Library shall be considered as colleges.
 - 2.32 Nominations shall be called for the by the office of Faculty Affairs and the Faculty Honors and Awards Committee during the first week in February of the spring semester. Nominations may be received from students, faculty members, administrators, alumni, and other members of the community. Each nomination shall include (a) a completed nomination form available from the office of Faculty Affairs and (b) no more than four pages of justification. Nominations shall be sent submitted to the Office of Faculty Affairs appropriate dean's office in accordance with the schedule established thereby by Faculty Affairs. shall forward the nominations to the nominees' deans.
 - 2.33 Each dean shall appoint and confer with a faculty committee designed to review nominations for the award. The dean shall provide the committee with copies of nominations.
 - 2.34 The college committees shall obtain curricula vitae and supporting documentation of nominees. Each college committee shall submit ~~no~~

~~more than~~ at least three unranked nominations with written rationales for the committee's choices that convey the values of each candidate's contribution. Colleges with fewer than 50 tenured, probationary, and FERP faculty may submit two unranked nominations.

- 2.35 Each dean shall forward ~~six~~ seven copies of these recommendations and supporting materials to the Faculty Honors and Awards Committee via the Office of Faculty Affairs.
- 2.36 The Faculty Honors and Awards Committee shall recommend nominees to the President, who shall select the recipients. Deans shall submit to the Office of Faculty Affairs précis of the recipients' accomplishments.

RATIONALE:

Changing Policy File to clarify the definition of the word "faculty." The FHA Committee recommends that the recipients of this award be recognized for not only the length of time the faculty members have made contributions to the University, but also that they will continue to make these contributions. Consequently, we recommend that those faculty who are fully retired not be eligible for this award. The Committee also recommends that only tenured or tenure-track faculty and Ferpers be considered.

Additionally, the Office of Faculty Affairs and the FHA Committee recommend that the procedures for submitting the nominations be changed so that the appropriate dean's office receive the nominations; thus eliminating one step in the routing process. Assuring that at least three nominations be submitted to the FHA Committee makes the nominations true choices for the FHA Committee to make.