

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA  
ACADEMIC SENATE

FACULTY AFFAIRS COMMITTEE  
REPORT TO  
THE ACADEMIC SENATE  
FA-004-167

Revisions to Guidelines for Provost's Awards for Excellence

Faculty Affairs Committee	Date:	04/19/2017
Executive Committee Received and Forwarded	Date:	09/27/2017
Academic Senate	Date:	10/04/2017 <u>First Reading</u>

## **Referral**

Revisions to Guidelines for Provost's Awards for Excellence.

## **Background**

In 2013, the Senate adopted, and the President approved revisions to the guidelines for the selection of faculty to receive Provost's Awards for Excellence in Teaching, Service, and Scholarly and Creative Activities. See Senate Report Number AS-2425-123/FA (and Attachment FA-001-123) and Senate Report Number AS-2315-089/FA for the current guidelines.

The process has been followed for three years now, and the committees involved in the selection have worked with the revised guidelines. For the past two years, the committee has developed a consensus that limiting the required personal statement for each award to one page does not allow award nominees the space necessary to demonstrate how their accomplishments fulfill the specific criteria for the award. Moreover, the committee would like to direct nominees to specifically address in their personal statement the elements listed in the Criteria section for each respective Award, as relevant.

The 2016-2017 Provost's Awards Selection Committee proposes to expand the personal statement from one page to two pages and direct nominees to specifically address award criteria in their personal statement.

The Committee also proposes to limit the nominee's submission of "Relevant materials" (item #3 in "Required Materials" for each Award) to a concise and edited packet of no more than 25 pages.

## **Resources**

Members of the Provost's Awards Committees

(Committee includes past recipients of the Awards, the AVP for Research, and the interim AVP for Academic Planning and Faculty Affairs)

## **Discussion**

The Faculty Affairs committee (FAC) discussed these proposed changes to the Provost's Awards for Excellence and thought these changes were sensible. The FAC voted unanimously in favor of these changes to the guidelines for the Provost's Awards for Excellence.

## **Recommendation**

Amend the guidelines for the Provost's Awards for Excellence to allow for a 2-page personal statement (instead of the current one-page narrative) with increased direction to nominees to specifically address award criteria in their personal statement.

Create a limit to the nominee's submission of "Relevant materials" (item #3 in "Required Materials" for each Award) to a concise and edited packet of no more than 25 pages.