

# ILLINOIS STATE UNIVERSITY

---



## The College of Arts and Sciences Award for Outstanding Scholarly Achievement of the Year by a Pre-tenured Faculty Member

(for achievements during the calendar year, January 1-December 31 only)

## **GUIDELINES**

If you have any questions regarding the Award, please contact  
Dr. Joseph Blaney, Associate Dean at 8-5669  
(or e-mail: [jrblane@ilstu.edu](mailto:jrblane@ilstu.edu))

# The College of Arts and Sciences

## Award for Outstanding Scholarly Achievement of the Year by a Pre-tenured Faculty Member

(for achievements during the calendar year, January 1-December 31 only)

### **PURPOSE**

The CAS Award for Outstanding Scholarly Achievement of the Year is among the highest honors bestowed upon a faculty member by the College. It is an award that recognizes the scholarly and creative accomplishments of individual faculty in the College for a single calendar year. It is meant to identify and reward the faculty member with a **truly outstanding scholarly achievement** in the preceding calendar year.

### **AWARD DESCRIPTION**

An award, to be determined by endowment earnings, will be made to a pre-tenured faculty member.

### **SELECTION PROCESS AND CRITERIA**

Applications will be evaluated based on research and creative activity, including publications, grants and contracts, presentation of papers and major speeches, and honors and awards; service on doctoral dissertation committees and master's thesis committees; service to the discipline; and nomination letter. Applicants will be screened by their Department/School Faculty Status Committees, and those candidates that are sent forward will be evaluated by the Research Proposal Review Committee (RPRC). The Dean will make the final selection from a list of finalists sent forward from the RPRC.

### **PROPOSAL PROCESS AND SUBMISSION DEADLINES**

Applications should be submitted electronically to the College Office **by 4:30 pm on the last Friday in March each year**. Each application must include a letter of nomination from the applicant's DFSC/SFSC. Applicants must use the format provided to organize their documentation; **please include only information about accomplishments in the calendar year**.

Timeline:

**Last Friday in March:** D/SFSC forwards no more than one application per department/school to College

**April/May:** RPRC makes recommendations to the Dean and an awardee is chosen

**September:** Award is presented at the CAS Award Ceremony held at the Dean's Fall Address

### **ELIGIBILITY**

Individuals eligible for an award must be full-time pre-tenured, tenure-track faculty member of the College of Arts and Sciences at Illinois State University at the time of application. It is expected that the award recipient will remain at Illinois State University for at least one academic year following the award. A faculty member will not be eligible for more than one Award.

ILLINOIS STATE  
UNIVERSITY

---



College of Arts and Sciences  
The College of Arts and Sciences Excellence Award  
for Outstanding Scholarly Achievement by a  
Pre-tenured Faculty Member  
Calendar Year  
(January 1 – December 31)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Department: \_\_\_\_\_

Initial Date of ISU Employment: \_\_\_\_\_ Initial Rank: \_\_\_\_\_

Present Rank (and eff. date): \_\_\_\_\_

Areas of Specialization:

**REMINDER:** This award recognizes truly outstanding scholarly achievement in a calendar year.  
Please include *only* information about accomplishments in the *previous calendar year*.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## I. RESEARCH AND CREATIVE ACTIVITY

### A. PUBLICATIONS

1. **Books**

List authors (underline senior author), title, publisher, place  
If you wish, you may append copies of published reviews of your books.

a. Scholarly Books Published:

b. Scholarly Books In Press (attach a copy of the communication from publisher):

c. Scholarly Books Accepted for Publication (attach a copy of the letter of acceptance from publisher):

d. Scholarly Books Submitted for Review (attach a copy of your transmittal letter to publisher):

2. **Textbooks**

List authors (underline senior author), title, publisher, place

- a. Textbooks Published:
  
  
  
  
  
  
  
  
  
  
- b. Textbooks In Press (attach a copy of the communication from publisher):
  
  
  
  
  
  
  
  
  
  
- c. Textbooks Accepted for Publication (attach a copy of the letter of acceptance from publisher):
  
  
  
  
  
  
  
  
  
  
- d. Textbooks Submitted for Review (attach a copy of your transmittal letter to publisher):

3. **Chapters or Segments of Books**

List authors (underline senior author), title, publisher, place

- a. Chapters/Segments of Books Published:
  
  
  
  
  
  
  
  
  
  
- b. Chapters/Segments of Books In Press (attach a copy of the communication from publisher):
  
  
  
  
  
  
  
  
  
  
- c. Chapters/Segments of Books Accepted for Publication (attach a copy of the letter of acceptance from publisher):
  
  
  
  
  
  
  
  
  
  
- d. Chapters/Segments of Books Submitted for Review (attach a copy of your letter of transmittal to publisher):

4. **Refereed Articles**

List authors (underline senior author), title, publisher, place

a. Refereed Articles Published:

b. Refereed Articles In Press (attach a copy of the communication from publisher):

c. Refereed Articles Accepted for Publication (attach copy of the letter of acceptance from publisher):

- d. Refereed Articles Submitted for Review (attach a copy of your letter of transmittal to publisher):

5. **Non-Refereed Articles**

List authors (underline senior author), title, publisher, place

- a. Non-Refereed Articles Published:

- b. Non-Refereed Articles In Press (attach a copy of the communication from publisher):

- c. Non-Refereed Articles Accepted for Publication (attach a copy of the letter of acceptance from publisher):

- d. Non-Refereed Articles Submitted for Review (attach a copy of your letter of transmittal to publisher):

6. **Technical Reports**

List authors (underline senior author), title, publisher, place

7. **Book Reviews Published**

8. **Other Research and Creative Activities**

List authors (underline senior author), title, publisher, place





## **C. PRESENTATION OF PAPERS/MAJOR SPEECHES**

Indicate if speech is invited, keynote, or plenary, etc.

1. Papers presented at professional conventions

2. Major Speeches

3. Poster Presentations

## **D. HONORS AND AWARDS**

Provide all relevant details.

## **II. DOCTORAL DISSERTATION COMMITTEES**

List names of students, dates of service, indicate if Dissertation Director, where possible, provide information regarding the subsequent professional careers of these students.

## **III. MASTER'S THESIS COMMITTEES**

List including names of students, dates of service, indicate if Thesis Director, where possible, provide information regarding the subsequent professional careers of these students.

## **IV. UNDERGRADUATE RESEARCH SUPERVISION**

List including names of students, dates of service, indicate if Thesis Director, where possible, provide information regarding the subsequent professional careers of these students.

## V. SERVICE TO THE DISCIPLINE

- List offices held in national, regional, local organizations associated with your professional field; indicate dates of service
- List professional organizations to which you currently belong
- Other professional service rendered, e.g., editorships, service on editorial boards of scholarly journals, review panels, accreditation teams