

Celebrating Excellence

Chancellor's Award for Career Contributions to the University



Title: Chancellor's Award for Career Contributions to the University

Established: October 2009

Description: One of UMKC's highest honors to a University employee who has made significant contributions to higher education at UMKC over the course of his or her career and has significantly enhanced the mission of the University.

Purpose: Recognize and celebrate exceptional individuals, who have contributed significantly to the enhancement of the mission of the University throughout their UMKC career.

Eligibility: Recipient must be a current or retired UMKC faculty or staff member with 15 or more years of service to UMKC.

Nature of award: One \$5000 stipend award plus commemorative wall plaque distributed annually, only when merited.

- **Amount:** \$5000 + commemorative wall plaque
- **Funding source:** Chancellor's Office
- **Number of annual awards:** 0 to 1
- **Terms of award:** One-time, lump-sum, non-renewable award payable to recipient as a taxable stipend to an employee, or as a deposit into the account of a campus organization. Previous award recipients ineligible for repeat awards.

Qualifying Criteria: Recipient will have a demonstrated history of engagement with the University community and a career that has significantly advanced the mission, vision, and values of the University. This exceptional individual should be a recognized leader within the UMKC community whose contributions have helped make the University function at a high level throughout the course of his or her career.

Nomination process: The nomination process is open to the University community as well as the larger surrounding community served by the University. The nomination process consists of a preliminary and a final selection phase. In the preliminary phase, the selection committee will develop a shortlist based on the qualifications submitted by the nominating party. In the second phase, a selection will be made based on this short list.

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- **Preliminary Phase** – A submitted nomination packet must include: a letter from nominator describing the nominee's qualifications as identified in the qualifying criteria above; letters of support from nominee's Chair (or immediate supervisor) and Dean or unit supervisor, names and complete contact information of at least five additional individuals with knowledge of the candidate's contributions, and a current CV/Resume and additional documentation of the history of service of the candidate at UMKC as needed. Send electronic nomination materials to Provost Office prior to deadline via email to: awards@umkc.edu
- **Secondary Phase** – The Committee will create a short-list of semi-finalists, for whom additional information will be gathered before making final recommendations.

Deadline for Submission of Nomination Materials: November 1 annually. **(Please note that the 2009 deadline is November 30.)** Send electronic nomination materials to Provost Office via email to: awards@umkc.edu

Selection Process: The Provost will create a Service/Engagement Awards Selections Committee to review all service and engagement award nominations. The committee will be composed of nine members who have a demonstrated commitment to diversity and community engagement: two members from the Faculty Senate, two members from the Staff Council, two members from the office of Diversity, Access and Equity, one undergraduate student, one graduate and/or professional school student, and one additional member selected by the Provost. The Provost will appoint chair. Selections Committee members will serve three-year, staggered terms with the exception of students who serve for 1 year. The Selections Committee will meet at least once annually to review all nomination materials, meeting as often as necessary to determine the most qualified recipient based upon the guidelines above and submit its recommendation to the Provost prior to December 31. The Provost and Chancellor will make the final decision based upon the committee's recommendations. The Chancellor will announce the award recipients at a spring semester award ceremony. The Selections Committee may recommend that outstanding but unsuccessful nominations be carried forward for one or, in exceptional cases, two years. Such nominations could be updated if the nominator so chooses, but this is not required. In such cases, the nominators should be notified.

The Provost will assign a non-voting staff coordinator to accept, assemble and distribute nominations materials, coordinate committee meetings, track award details for website posting and communications announcements, order commemorative plaque, and obtain award check for presentation to recipient.

Award Date: Awards will be presented prior to April 30.

Recognition: Recipient will be recognized on the UMKC Awards Web site, and presented with award check and commemorative plaque at appropriate UMKC awards event.