

UMKC TRUSTEES' FACULTY FELLOWSHIP AWARD
and
N.T. VEATCH AWARD FOR DISTINGUISHED RESEARCH AND CREATIVITY
GUIDELINES

The UMKC Board of Trustees has established the UMKC Trustees' Faculty Fellowship award. Through these Faculty Fellowships, the UMKC Trustees are recognizing the very best faculty, who have distinguished themselves through scholarship and creativity. The recipients are expected to serve as role models and to mentor and encourage other faculty members and students in pursuit of academic excellence.

The guidelines and policies for these awards are as follows:

A. CONTROLLING CRITERIA

UMKC Trustees' Faculty Fellowships are awards to honor the most distinguished faculty members at UMKC. Two categories of awards are available.

The purpose of the **Faculty Fellow Award** is to honor established UMKC scholars for a sustained nationally and internationally recognized record of research and/or creativity. Nominees must be full-time, regular faculty members who have been employed by UMKC for at least three years prior to the date of nomination and who have demonstrated exceptional scholarly achievements at UMKC. Curators' Professors are not precluded from applying for the Faculty Fellow Awards; however, the committee will consider prior receipt of a Curators' Professorship as one factor weighing against the awarding of a faculty fellowship. The award will consist of a stipend of \$15,000.

The purpose of the **Faculty Scholar Award** is to recognize faculty members who show exceptional promise for outstanding future research and/or creative accomplishments. Candidates should have demonstrated exceptional scholarly achievements at UMKC for their stage of professional development. These awards will be available exclusively for faculty members at the rank of Assistant Professor who have been employed in this position for at least two years prior to the date of nomination. The award will consist of a stipend of \$5,000.

The use of these UMKC Trustees' Faculty Fellow/Scholar award stipends need not be specified, and the recipients are not required to render substantial future service as a condition of receiving the award.

B. PROCEDURE

Faculty members are asked to submit nominations of colleagues to their Dean or Director. Nominations will be made and screened by the Nominating Committees established in the academic units or Departments in the College of Arts and Sciences. Each Nominating Committee will consist of the Dean or Director and two faculty members or academic support staff appointed by the Dean or Director, except in the College of Arts and Sciences, where the Department Chairperson and two faculty members appointed by the Chairperson, shall comprise the Nominating Committee. In the College of Arts and Sciences, the Dean shall also evaluate the nominations. The names of those selected shall be forwarded, along with the nomination packet (see below) to the Vice Provost for Research.

THE "NOMINATION PACKET" MUST INCLUDE:

1. The UMKC Trustees' Faculty Fellowship Nominating Form;
2. The Nominating Committee's statement of justification (and the Dean's - in the case of the College of Arts and Sciences);
3. A curriculum vitae (including history of internal and external grantsmanship);
4. A brief narrative statement of the nominee's past scholarly activities (no more than one page);

5. A brief narrative statement of the nominee's future scholarly activities (no more than one page);
6. The relative ranking of the nominee compared to the other nominees of the academic unit;
7. A minimum of three letters of reference from professional peers, outside of UMKC, which address the impact or originality of the nominee's scholarly endeavors; and
8. The original plus a "pdf" file copy for distribution of the "Nomination Packet" should be forwarded to the Vice Provost for Research by May 7, 2010.

There is no limit on the number of individuals who can be nominated from an academic unit for a UMKC Trustees' Faculty Fellowship Award and there are no restrictions on the distribution of these awards among divisions, i.e., no academic unit is assured of a minimum or maximum number of awards in a given year.

Individuals who have received a UMKC Trustees' Faculty Fellowship Award in the past may be re-nominated. However, such nominations will not be considered unless a period of five years has passed since the previous award. The nomination must clearly identify the scholarly contributions since the previous award.

N.T. VEATCH AWARD FOR DISTINGUISHED RESEARCH AND CREATIVITY

The purpose of the N.T. Veatch Award is to recognize distinguished research and other scholarly or creative activity accomplished by UMKC faculty. All full-time, regular faculty members who have been at UMKC for at least three years are eligible to be nominated. Review of nominees for the N.T. Veatch Award will be held in conjunction with the review process for the UMKC Trustees' Faculty Fellowship. If the individual is being nominated for the N.T. Veatch Award as well as the Trustees' Faculty Fellowship Award, no separate nomination packet is necessary. However, if the N.T. Veatch Award nominee is not submitting for the UMKC Trustees' Faculty Fellowship Award, the nominee must submit the same packet as if applying for the UMKC Trustees' Faculty Fellowship Award. The N.T. Veatch Award winner will deliver a public lecture at a time convenient to the award winner.

THE REVIEW COMMITTEE

A Review Committee will rank the nominations. The Committee consists of individuals appointed by the Vice Provost for Research and selected from among a pool of past recipients of UMKC Trustees' Faculty Fellowship Awards and/or from the UMKC Promotion and Continuous Appointment Advisory Committee. Other members will be selected from the UMKC Trustees' Board of Directors, and from a pool of nationally recognized experts. The Vice Provost will serve as the Executive Secretary for the Review Committee. The rankings, and the Committee's appraisal of the candidates, shall be forwarded to the Provost and to the Chancellor for review. The Chancellor shall make final selection of the award recipients.

FISCAL GUIDELINES FOR UMKC TRUSTEES' FACULTY FELLOWSHIP AWARDS

Once an award is made, a PeopleSoft Chartfield will be established by the awardee's fiscal officer. An awardee has 30 days from the time that he or she is notified of the award to indicate whether the funds are to be used as a one-time direct salary payment or retained in a university Chartfield to be used for professional purposes, such as travel or supplies. Once this decision has been made, it is irrevocable.

If the awardee chooses to use the award for professional expenses, and subsequently leaves the university before all of the funds have been expended, the funds will be returned to the Advancement Office for use in future awards. Recipient will have three years after the award is made to expend the funds; remaining funds will be returned to the Advancement Office for use in future awards.

University policies regarding personnel matters, purchasing and travel apply to the use of these funds maintained in University Chartfields. The awardee will have signature authority on this Chartfield with the exception of a direct payment to the awardee for reimbursement of expense or direct award payments. In these cases, a Dean's signature is required.

UMKC TRUSTEES' FACULTY FELLOWSHIP NOMINATING FORM

The UMKC Trustees' Faculty Fellowship Nominating Committee of the (Department\School)

forwards the nomination of _____ for a UMKC Trustees'

Faculty Fellow Award / Faculty Scholar Award (Assistant Professor).
(Please circle one.)

Please check here if this nominee is to also be considered for the N.T. Veatch Award for Distinguished Research and Creativity.

The following supporting documents are appended to complete the nomination package:

1. A statement of support by the nominating committee;
2. A curriculum vitae (including a listing of internal and external grants);
3. A brief narrative summary of the nominee's past scholarly activities;
4. A brief narrative summary of the nominee's future scholarly activities;
5. The relative ranking of the nominee compared to other nominees of the academic unit;
6. For a nominee from the College of Arts and Sciences, a statement of evaluation from the Dean;
7. A minimum of three letters of reference.

Date _____

Committee Members' Signatures:

