

**College of Science and Technology**  
**Excellence Awards**  
**2012-2013**

The College of Science and Technology is pleased to announce the acceptance of nominations and applications for the following annual awards:

***1. 2013 Distinguished Teacher of the Year***

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COST Teaching Award is intended to encourage and recognize the excellence of one individual faculty member in teaching at all levels. Such teaching rises above good teaching: it incites intellectual curiosity in students, engages them thoroughly in the enterprise of learning, and has a life-long impact. Nominees should be outstanding in the many aspects of teaching which contribute to successful students learning. As this is a student-oriented award, nominations may be submitted by students, colleagues, or alumni. The recipient shall receive a one-time monetary award of \$1000, a plaque and recognition at the annual awards ceremony

***2. 2013 Distinguished Undergraduate Advisors of the Year***

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COST Undergraduate Advising Award recognizes three faculty members who have demonstrated the highest qualities associated with outstanding academic advising of students. As this is a student-oriented award, nominations may be submitted by students who have been beneficiaries of his/her advisement services. The recipients shall receive a one-time monetary award in three different categories, Gold (\$1500), Silver (\$1000) and Bronze (\$750), a plaque and recognition at the annual awards ceremony.

***3. 2013 Distinguished Researcher of the Year***

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COST Distinguished Research Award recognizes one tenured or tenure-track faculty member who has achieved true distinction nationally or internationally in his/her discipline or profession. Although an overall scholarly distinction is the primary qualification, emphasis is placed on the evidence of quality research scholarly accomplishments. As this is a professional-oriented award, nominations may be submitted by colleagues, alumni, or outside scholars. The recipient shall receive a one-time monetary award of \$1000, a plaque and recognition at the annual awards ceremony

***4. 2013 Distinguished Service Award***

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COST Distinguished Service Award recognizes one faculty member who is actively engaged in university and/or community/global service activities. Recipient of the award must be distinguished in the service activities. Evidence of teaching and research proficiency is also required. As this is a service-oriented award, nominations may be submitted by any colleague. The recipient shall receive a one-time monetary award of \$1000, a plaque and recognition at the annual awards ceremony

***5. 2013 Distinguished Staff of the Year***

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COST Distinguished Staff Award recognizes and honors one outstanding staff in the College of Science and Technology. The recipient of the award is expected to exemplify standards of

excellence in the performance of students' service, recruitment, outreach, mentoring, administrative work, or technical support activities. As this is a professional service-oriented award, nominations may be submitted by Department Chairs, Directors of college named centers, or the Dean. The recipient shall received a one-time monetary award of \$1000, a plaque and recognition at the annual awards ceremony

**6. A. 2013 Distinguished Graduate Student of the Year**

**B. 2013 Distinguished Undergraduate Student of the Year**

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COST Distinguished Student Award recognizes and honors one outstanding junior or senior, and one graduate student in the College of Science and Technology. The recipients of the awards are expected to exemplify standards of excellence in the performance of academic, studies, professional, and outreach activities. As these are academic awards, nominations may be submitted by any faculty member within the College. Each recipient shall receive a one-time monetary award of \$500, a plaque and recognition at the annual awards ceremony

**Awards Judging Panel**

The Chair of the COST Recognition and Scholarship committee serves as the Chair for the COST Awards panel which is comprised of the following members:

1. The committee members of the COST Recognition and Scholarship committee.
2. The chair of the COST Industrial Board of Advisors or an alternate member of the board.
3. One former recipient of the COST or TSU Awards for Excellence.
4. One Distinguished COST alumni.

The committee follows an established evaluation process consistent with the guidelines and decides on qualitative and quantitative measures useful in assessing candidates. TSU current guidelines for the Provost awards will be used.

**Awards Time Line**

1. Awards nominations and completed applications must be submitted electronically via email to the chair of the COST Recognition and Scholarship Committee Dr. A.S. Saydam ([saydamas@tsu.edu](mailto:saydamas@tsu.edu)) by February 28, 2013. The electronic submission must be sent as an attached single file (either PDF or Word format) with nomination materials in the following order: (1) Portfolio Checklist; (2) nomination form; (3) nomination letter (one page); (4) nominee's full vitae (See Standardized CV Format—A-Z Categories); (5) nominee's statement and philosophy (three or less double-spaced pages); (6) evidence of outstanding performance and Excellency.

The electronic nomination file should be named in the following manner: NOMINEELASTNAME\_AWARDNAME. Please submit materials in the requested format and order to ensure timely review of the nomination.

2. The COST Award Panel will complete the final selections, and make recommendations of the awards to the dean by March 26, 2013.
3. The COST dean approves and makes the official announcement of all awards during the College Award Ceremony at the end of the Spring semester.

### **Additional Rules and Qualifications**

- Faculty may be nominated for all categories for which they may be eligible. The COST Recognition and Scholarship Committee has the option to consider nominees for more than one category for which the nominee may be eligible but will award no more than one award to a nominee for that award year.
- Persons submitting the portfolios are encouraged to send an email to the chair of the COST Recognition and Scholarship Committee ([saydamas@tsu.edu](mailto:saydamas@tsu.edu)) in advance of the submission deadline if there are questions about assembling the portfolio.

**Portfolio Checklist—Place a check in each slot.**

Please present materials in a binder in the following order:

- \_\_\_ 1. Nomination form;
- \_\_\_ 2. Nomination letter (one page);
- \_\_\_ 3. Nominee’s full vitae (**See Standardized CV Format—A-Z Categories**);
- \_\_\_ 4. Nominee’s statement and philosophy (three or less double-spaced pages);
- \_\_\_ 5. Evidence of outstanding performance and Excellency.

**Texas Southern University  
College of Science and technology**

**Excellence Award Nomination Form**

**2012 – 2013 Academic Year**

**Nominee's Information**

Name:

Department:

Address:

Phone:

E-mail:

**Nominator's Information**

Name:

Address:

Phone:

E-mail:

**Nominee's Signature**

I consent to the distribution of my nomination portfolio to the members of the Faculty Awards Committee.

\_\_\_\_\_  
Nominee's Signature

\_\_\_\_\_  
Date

This form should accompany the other required Excellence Award nomination materials.

## **Standardized Format for Faculty *Curriculum Vitae***

**Nominees shall format the Curriculum Vitae to include the following A-Z categories:**

- A) Name
- B) College or School
- C) Department
- D) Date and Rank of First Appointment
- E) Secondary Appointment(s) (if any)
- F) Years Granted Toward Tenure at Time of Employment
- G) Current Rank
- H) Date of Current Rank
- I) Date of Tenure (if held)
- J) Faculty Excellence Award Sought
- K) Years of Academic Service
- L) Whether or not degree is terminal (with explanation if degree is not a doctorate)
- M) Schools Attended: dates
- N) Degrees Earned: fields, dates
- O) Special Training Programs: fields, dates
- P) Field(s) of Interest
  - 1) Teaching
  - 2) Research
- Q) Professional Employment: appointment, institution, dates
- R) Consultantships and Professional Services: dates
- S) Organizations: memberships and offices held, dates
- T) Fellowships and Honors: dates
- U) Awards and Prizes: dates
- V) Grants: dates, amounts, whether approved and/or funded, nominee's level of participation, and whether or not Principal Investigator
- W) Scholarship
  - 1) Publications and Presentations with complete citations (MLA or Chicago Manual of Style, etc.): by category, most recent first.
    - (a) Books or Monographs
    - (b) Articles
    - (c) Reviews of nominee's scholarly/creative works
    - (d) Abstracts and Scholarly Papers
    - (e) Artistic Exhibits (group, invited, one-person) and Performances (directed, written, performed)
    - (f) Other—In the case of multiple authorships, the nominee's level of participation should be indicated.
  - 2) Other achievements in the area of scholarship
- X) Teaching (classroom, graduate and professional):
  - 1) Load and level by year since coming to Texas Southern University
  - 2) Other contributions to the area of teaching
- Y) Graduate contributions—Theses and Dissertations: names of students, titles of projects, and dates.
- Z) Service to the University, the Profession and the Community: activities, dates