

Distinguished Professional Service Award

The award recognizes exceptional professional service within the Southern Polytechnic College of Engineering and Engineering Technology through departmental, college, and institutional service or leadership; a record of substantial external service at the state, regional, or national level; state leadership positions; or a combination of university and external service.

Criteria

The candidate must demonstrate a significant contribution to the academic community through their professional service activities. There should be substantial evidence that a nominee's service activities have had a significant positive effect at the University and/or the community, regional, or national levels. Service must extend over multiple years.

The following are non-ranked examples of accomplishments that may be included as evidence:

- Providing the benefits of their expertise to community organizations;
- Making public professional appearances;
- Consulting with governmental agencies, business industries, educational systems, community service or arts organizations;
- Serving on College or University committees and councils;
- Participating in the recruitment and professional placement of students;
- Serving as an officer or committee member in organizations related to the area of professional expertise;
- Campus service at the department, college or university level;
- Local community service or contributions at the regional, state, national or international levels;
- Discipline or disciplinary professional organizations and societies;
- Leadership in local or system-wide faculty governance.

Eligibility

Any full-time teaching faculty, lecturer/senior lecturer, or non-tenure track professorial ranked faculty with a minimum of **3** years of service at KSU and a total of **5** years of higher education experience is eligible to apply for the award. Administrators with faculty rank are ineligible for faculty awards (i.e, receives a Contract for Faculty Ranked Administrators). In other words, only faculty members who have been issued a fiscal or academic year Tenured Personnel, Non-Tenured Personnel, or Non-Tenure Track Personnel contract are eligible for this award. Award winners are eligible to be nominated once every 3 years. The award recipient must be under contract at KSU when the award is presented.

Award

Each award consists of a plaque.

Number and Frequency of Awards

Up to One (1) award may be presented annually, selected based on the qualifications of nominees. Additionally, up to two honorable mentions may be presented.

Nomination Procedures

Nominations can be made by faculty, staff, or self. Applications are submitted by their Department Chairs. There are no limits on the number of nominees each department can submit.

Nominations packets should include:

- A completed Cover Sheet;
- A summary statement up to 2 pages by the nominee highlighting their professional service in relation to the award criteria with documentation showing recognition received for the nominee's professional service and demonstration of the quality and significance of the nominee's efforts as related to the expectations stated in their job description or faculty performance agreement. The summary must be created using 12-point Times New Roman font single spaced with one-inch margins.
- A current curriculum vitae;
- A maximum of two letters in support of the nomination; one letter must come from the department chair.
- All materials must be compiled into a single pdf document.

Evaluation Criteria and Procedures

Nominations will be evaluated by a college Awards Committee including one member from each of the departments. Since members serving on this committee may not be experts in the nominee's field, it is important that nominations be submitted in language understandable to faculty in other disciplines.

Due to the competitive nature of this award, multiple noteworthy applications may be reviewed in a given year. If not selected, nominees are encouraged to reapply the following year.