



OFFICE OF THE
VICE PRESIDENT FOR
UNIVERSITY OUTREACH

AUBURN UNIVERSITY

MEMORANDUM

TO: Deans, Directors, Department Heads, and Faculty

FROM: Royrickers Cook 
Assistant Vice President for University Outreach

DATE: January 17, 2014

RE: Auburn University Award for Excellence in Faculty Outreach Call for Nominations

You are invited to submit nominations for the 2014 Auburn University Award for Excellence in Faculty Outreach, which is sponsored by the Office of the Vice President for University Outreach. The award, and a \$5,000 honorarium, will be presented to one exceptional Auburn faculty member. All full-time faculty including those with extension appointments are eligible. The award criteria stress the overall academic merit and demonstrable impact of the nominee's outreach.

Nominations should be submitted electronically as a PDF file in the format outlined in this call. Deadline for receipt of nominations is 4:00 p.m., Monday, March 3, 2014. See submission instructions for details.

Please share this information and accompanying criteria with faculty in your area.

For further information, contact Ralph Foster, Director of Office of Public Service, at 844-5118.

Call for Nominations
2014 Award for Excellence in Faculty Outreach
Sponsored by the Office of the Vice President for University Outreach

AWARD

The Auburn University Award for Excellence in Faculty Outreach, and a \$5,000 honorarium, will be presented annually to one Auburn faculty member for distinguished outreach contributions which exceed expectations for the person's career stage and job responsibilities. Nominations will be reviewed by a peer committee.

CRITERIA

Nominees should have distinguished careers in which outreach plays an integral part. All full-time Auburn faculty including those with extension appointments are eligible. Activities to be considered for this award are based upon the University *Faculty Handbook* (Chapter 3) definition of outreach as "the function of applying academic expertise to the direct benefit of external audiences in support of university and unit missions." Specific criteria include extent of direct engagement within a community, specified needs addressed, mission compatibility, scholarship generated, and impact documented as defined below.

APPLICATION PROCESS

The nomination packet should provide a commentary describing the scholarship involved in the outreach achievements cited. Specifically, the commentary should include the following topics.

- **Description.** Provide a brief overview of the nominee's outreach record describing the scope of the nominee's direct engagement within the community served including citations of needs addressed, objectives, methods, target audience, etc.
- **Mission.** How is the nominee's outreach compatible with university and unit missions? How does his/her outreach complement the teaching and research mission of the unit?
- **Scholarship.** Describe the role of the nominee's professional expertise in the design and execution of the outreach. Describe how the outreach demonstrates or tests the applicability of the nominee's discipline to societal/human problems, requires integration with other disciplines, and/or generates new knowledge for the discipline. How has this been communicated to broader audiences? Has this led to increased recognition of the nominee's professional expertise?
- **Impact.** Describe observed impacts and/or explain any unobserved impacts that can be expected based upon other research and theory. Identify direct and indirect beneficiaries. How has the outreach benefited the target clients, the nominee's department, and discipline? Provide any quantitative statements (program data, comparative indices, economic impact, etc.) illustrating impact.

SUBMISSION OF NOMINATIONS

The nomination packet should include the following materials:

1. A single letter of nomination that includes a commentary as outlined above and illustrates generally the academic record and reputation of the individual (limit to five pages, single spaced);
2. The nominee's vitae;
3. Letter of support from nominee's department head and/or dean. Additional letters of support may be included from stakeholders and outside references, however please limit to no more than ten (10) additional letters.

The nomination packet should be submitted electronically as a single consolidated PDF binder file. Please do not send any separate printed materials, books, manuals, CDs, posters, etc.; these items should be cited in the nominee's vitae or referenced to a website where they can be viewed electronically.

All nominations must be received by 4:00 p.m., Monday, March 3, 2014.

Email nominations with the term "Award for Excellence Nomination" in the subject line to: outreach@auburn.edu

For further information, contact Ralph Foster, Director of Office of Public Service, at 844-5118.

Website: www.auburn.edu/outreach/award_excellence.htm