

## **San José State University**

### **Call for Nominations for the Four Faculty Awards**

The Academic Senate and the President's Office kindly request nominations for the 2018-2019 Faculty Outstanding Lecturer Award, Distinguished Service Award, Outstanding Professor Award, and President's Scholar Award as provided by [University Policy S13-6](#). Please review the **(add link to nomination criteria)** for each of the awards and complete the **(link to nomination form)** and **submit nominations to the Office of the Academic Senate, extended zip 0024, or ADM 176, by 5:00 p.m. on Wednesday, October 31, 2018.**

To be eligible for any of the four faculty awards, an individual must: a) be a faculty member as defined by the Senate [Constitution](#) and [Bylaws](#); b) not be part of the Management Personnel Plan (MPP) either when nominated or selected; c) not be retired - although retirement during the academic year does not forfeit eligibility for that year - and d) not have been awarded the particular award previously.

Please note that a previously tenured faculty who has relinquished tenure to participate in an early retirement program (e.g. FERP) will be eligible during the first year of the retirement program, and he or she will be regarded as retaining the academic rank held prior to the early retirement. Also note that nominees who are passed over in one year will remain in consideration in subsequent years; the awards committees will consider a nomination and its supporting materials through three selection cycles.

Following are the additional requirements for particular awards: a) nominees for the Presidents Scholar award must have attained the rank of Professor; b) for the Outstanding Lecturer award, a lecturer must have been at SJSU for at least six semesters; c) for the President's Scholar award and the Outstanding Professor Award nominees must have earned tenure at San José State University; d) for the Distinguished Service Award, nominees must either have earned tenure at SJSU or have been a full time Student Services Professional III or IV employee continuously for six years.

All nominations are to be accompanied by an up to 1500 word letter stating the reasons for nominating the faculty/lecturer member and describing the accomplishments of the nominee as appropriate to the award criteria. Nominations may come from any source, including self-nominations.

The award recipients will be officially recognized and invited to deliver a short address to the SJSU academic community at the **Annual Faculty Service Recognition and Awards Luncheon on March 21, 2019 and will be introduced for their achievements at a pertinent commencement ceremony in May, 2019.** The individuals selected will each receive a plaque and a monetary award as well.

The awards timeline is as follows:

| <b>Date</b>               | <b>Description</b>   |
|---------------------------|--|
| Week of October 1, 2018   | Nominations Open   |
| October 31, 2018          | Deadline to submit nominations to Academic Senate Office   |
| October 31, 2018          | Deadline to form Awards Selection Committees   |
| February 8, 2019          | Deadline for Awards Selection Committees to submit recommendations to the President                                    |
| Week of February 25, 2019 | President announces award winners  |
| March 21, 2019            | Faculty Service Recognition and Awards Luncheon date<br>11:45 a.m. to 1:30 p.m.<br>Diaz Compean Student Union Ballroom |

If you have any questions or need further information, please contact the Academic Senate Office at 4-2440, or the President's Office at 4-1177. Thank you.

Sincerely,

Mary A. Papazian  
President

Stefan Frazier  
Chair, Academic Senate