



University Policy Statement

UPS 294.000

L. Donald Shields Excellence in Scholarship and Creativity Award

The L. Donald Shields Excellence in Scholarship and Creativity Award recognizes CSUF faculty for their outstanding scholarship and/or creative activity.

ELIGIBILITY

Candidates must be tenured or tenure-track, full time faculty who have been at CSUF at least five (5) years.

NOMINATIONS

- a. A request for nominations for this award shall be initiated by the chair of the Academic Senate during the month of October.
- b. Nominations for this award may be made by any member of the University community.
- c. Deadline for nominations shall be the first Monday of November.
- d. Only one candidate may be nominated by any individual in each cycle.
- e. A person nominated can remain in nomination for two consecutive years with the ability to modify the application, unless he/she 1) received this university award; 2) declines to remain in nomination; 3) is no longer employed by CSUF; or 4) is deceased. To be considered for a second year the applicant must “opt-in” by submitting updated narrative and CV. The nomination letter, letters of support, and supporting materials are not required to be updated for a re-submission.

APPLICATION PROCEDURES

The chair of the Academic Senate shall notify each nominee who will be invited to submit the required items. All materials must be submitted no later than the last day of classes of the fall semester.

Applications must be submitted electronically and must include the following documents with these exact labels: Nomination Letter; 2500 Word Self-Narrative; Current Curriculum Vitae; Five Letters of Support; and Appendices. Documents need to be combined into a single PDF in the order listed below, and separated by section title pages.

Detail

- 1) Nomination Letter: A letter of Nomination by any member of the campus community dated in the past 24 months.
- 2) 2500 Word Self-Narrative: Updated in the last 6 months.
- 3) Current Curriculum Vitae

- 4) Five Letters of Support: Five letters of support (dated in the past 24 months), one of which shall be from the applicant's current or past Department/Program Chair, Program Coordinator, Program Director, or Dean. These letters are separate from the Nomination Letter.
- 5) Appendices: A maximum of 20 items (e.g., additional letters, programs, brochures, awards, and other relevant documents).

CRITERIA

- The awardee will have a record of outstanding scholarship and/or creative work that is demonstrated through a variety of activities while a member of the CSUF faculty. Preference will be given to those involving students in their work, as appropriate.
- For creative productivity (generally the fine or performing arts or those fields where creative productivity constitutes scholarship) – a record of excellence in creative activity appropriate for the specific field or discipline, such as solo, invitational or juried exhibitions, shows, compositions, recognized major performances, productions and stage work; a record demonstrating evidence of critical reviews, grants, inclusion of works in permanent collections, retrospectives, and other forms of external recognition.
- These activities include, for scholarship - an excellent, sustained record of research publications in peer-reviewed journals, and/or research monographs, and such evidence as - research-oriented tests, a record of presenting at prestigious national and/or international conferences, presentation of papers published in conference proceedings and digests, inventions, commissions, patents awarded, grants secured, and citation of work by individuals or groups other than the nominee's collaborators.

EVALUATION PROCESS

Nominees will be evaluated by the Outstanding Professor Committee. The committee shall choose the award recipient and forward his/her name to the Academic Senate chair and the President by the 2nd Friday of March. The award will be presented by the President and the committee at an Academic Senate meeting prior to the end of the academic year.

Source: Outstanding Professor Committee

EFFECTIVE DATE: February 14, 2019
UPS 294.000 dated 8-2-17
and ASD 17-112