October 3, 2014

TO: Sacramento State Faculty

FROM: Katerina Lagos, Chair
Research and Creative Activity Subcommittee

RE: CALL FOR OUTSTANDING SCHOLARLY ACHIEVEMENT AWARD NOMINATIONS

The Research and Creative Activity Subcommittee invites nominations for the 2014-2015 Outstanding Scholarly Achievement Award (OSAA). This award is given each year to a faculty member who has, over many years, made significant contributions to a discipline through scholarly activity, creative/artistic endeavors, research and publication. Through the OSAA, the university bestows honor and recognition upon individuals for their work accomplished at Sacramento State. Faculty members who have been at Sacramento State for at least ten academic years in a tenured or tenure track position are eligible for the award. The award includes a $2,500 grant and 3 units of release time from the Office of Research Affairs for professional development.

Nomination in the format described below can be made by any faculty member for a colleague or for her/himself.

Required Nomination Materials:
1. Nomination Cover Page [Format: Attachment-A]
3. List of References [Format: Attachment-C]
4. Complete Curriculum Vitae

The nominator may be asked to appear at a Subcommittee meeting to give an oral statement and answer questions from the Subcommittee. Please note that one should not enclose any supporting materials such as published articles, book chapters, books, artistic and creative work, etc. along with the nomination. The Subcommittee may request that the nominator/nominee furnish such materials later, if needed.

The deadline for registration of the nominee and receipt of all nomination materials is Thursday, October 30th at 5:00pm. To be officially nominated, the nominator must register the nominee through the following website: https://docs.google.com/forms/d/14E0CZ7sTAAYeBLhY3PEP6fxEx8PbqEcNQke3sSNEL6_M.
After registration of the nominee, the required nomination materials must be submitted electronically as a single PDF file to the Office of Research Affairs at research@csus.edu.

It is anticipated that the announcement of the award recipient will be made during December 2014. The award recipient is expected to deliver a public lecture on Thursday, April 2, 2015.

Questions may be addressed to Katerina Lagos, Chair, RCA Subcommittee at 278-7103 or klagos@csus.edu.
Outstanding Scholarly Achievement Award

NOMINATION COVER PAGE

Nominee’s Name
First Middle Last

Department

Academic Rank

Campus Zip Office Phone

Email Address

Nominator’s Name
First Middle Last

Department

Academic Rank

Campus Zip Office Phone

Email Address

Nomination registered at:
https://docs.google.com/forms/d/14E0CZ7sTAAyeBLhY3PEP6fex8PbqEcNQke3sSNE6L6_M
(please check)

Date of hire of nominee semester______/year______

Nominee has been at Sacramento State for at least 10 years Yes______/No______
NOMINATION LETTER

The format of the nomination letter is very important for objectively evaluating the nominee’s credentials. The nomination letter should set forth, seriatim, responses to the following four items.

1. Briefly state the most significant accomplishments by the nominee, including major intellectual contributions to a field, key citations and unique contributions to field(s) of study. If the works of the nominee are numerous, cite and document the most significant research/creative or artistic works of the nominee.

2. Briefly state and document the long term impact the accomplishments have had on the scholarship or creative endeavors in the nominee’s field. Please comment on the standards that are appropriate in the nominee’s field to gauge impact. Provide evidence reflective of the nominee’s impact based on such standards.

3. Briefly state and highlight the accomplishments of the nominee specifically at Sacramento State. If relevant, provide details regarding extraordinary constraints faced by the nominee, and quality of his/her accomplishments given these constraints.

4. Briefly state evidence of the nominee’s national and international reputation among scholars or creative people in his/her field. Please comment on the standards that are appropriate in the nominee’s field to gauge the nominee’s national and international reputation.

The Nomination letter should be in 12 pt font and should not exceed four single-spaced pages.
LIST OF REFERENCES

The nominator or the nominee should indicate the name of three references [at least two from outside Sacramento State, and not a collaborator on any of the nominee’s work] in the format shown below. The standing of each of the references in the nominee’s field and any relevant professional relationship between the individual and the nominee should also be described. Please note that references for finalists may be contacted via email or phone and should be prepared to comment.

Reference #1

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Standing Within the Field and Relevant Professional Relationship

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