

Memo

To: Vice Chancellor Stuart Green, Academic Affairs

From: Research Affairs Committee

CC:

Date: February 13, 2006

Re: Research Award Guidelines

The Research Affairs Committee was charged by Faculty Senate President Marilyn Kintzele to develop a draft proposal for a process of giving research awards at IU Kokomo.

- 1) The Research Affairs Committee recommends that two Research Awards be given each year and that the monetary amount associated with each award be \$ 2,500, which is comparable to the Trustees Teaching Award.
- 2) A draft proposal for these research awards is presented on the next two pages.

IU Kokomo Research Awards

Purpose

- The purpose of the IU Kokomo Research Awards is to annually recognize outstanding researchers/scholars at IU Kokomo.

Criteria

- Both tenured and tenure-track faculty members at IU Kokomo are eligible.
- Applicants must demonstrate excellence in research/scholarly activities over a period of at least four years.
- The applicant's research/scholarly record must show progress toward becoming an established researcher/scholar in his/her field of study.
- A successful award recipient can re-apply after five years. The Research Awards Selection Committee (see below) will focus primarily on one applicant's research/scholarly accomplishments since his/her last award.

Guidelines

All applicants must submit the following:

- A reflective statement about research/scholarly accomplishments as well as future research/scholarly goals;
- The reflective statement must also include both quantitative metrics (e.g., number of publications, number of poster/paper presentations at conferences, amount of external and internal funding, number of students supervised during research/scholarly projects, number of research awards received, etc.), and qualitative metrics (e.g., publications in recognized journals, funding for book projects or research studies from major publishers or organizations, noteworthy research/scholarly accomplishments, etc.);
- A dossier/portfolio with copies of articles, books (a few pages for a book), conference posters/papers, etc.;
- A *curriculum vitae*, which shall include all publications, presentations, funded research/scholarly activities, source of funding, fellowships, etc.; and

- Two external review letters solicited from experts in the applicant's field. These letters may not be from present or former collaborators, supervisors/administrators, and/or students.

The Research Awards Selection Committee

- The Research Awards Selection Committee will include at least three tenured faculty members.
- For the first two years, the Faculty Development and Grants Committee will serve as the Selection Committee. A representative from the Research Affairs Committee shall be included on this committee.
- Following this initial two-year period, the Selection Committee will be composed of previous Research Award winners, and shall include a representative from the Research Affairs Committee.
- Membership on this committee will be for three consecutive years; during this time, members cannot apply for research awards.
- The Research Award Selection Committee will select its chair, who will serve for one year.

Deadline for Application and Announcements of the Awards

- The application deadline will be March 1st.
- The research awards will be announced once a year during the Fall Convocation.