

HAND AWARDS FOR DISTINGUISHED FACULTY ACHIEVEMENTS

Stetson University is indebted to many individuals who have shown their support of excellence in higher education through generosity to our programs. Dolly and Homer Hand are two such remarkable people. They have provided funding that is used to recognize outstanding faculty. The Faculty Senate Executive Committee and the Office of Academic Affairs have worked together to structure the awarding of these funds, which are known as the Hand Awards for Distinguished Faculty Achievements. The recipients of these awards are announced at Spring Commencement.

Nominations for Hand Awards for Distinguished Faculty Achievements will be considered in either of these two categories.

- (a) Hand Award for Research, Creative, and Professional Activity
- (b) Hand Community Impact Award

A total of three Hand Awards will be awarded in 2011-2012. If nominees in the two categories are judged to be equally strong, an award in each category will be made, for every effort is made to recognize faculty achievement in both areas. It is possible, however, in some years, for all awards to be made in the same category.

(a) HAND AWARD FOR RESEARCH, CREATIVE, AND PROFESSIONAL ACTIVITY

With the Hand Research Awards, we celebrate the professional achievements of faculty at Stetson University. We recognize that faculty talent may be expressed in a variety of ways and that the criteria for determining excellence in different areas of scholarly inquiry or creative expression may vary. The Hand Research Awards emphasize the quality of the research or creative activity, the significance of the accomplishment within the faculty member's field, and its contribution to the intellectual vitality of our campus. This Hand Award recognizes that excellence is to be found in innovative as well as traditional forms of scholarship; in work that contributes to the pedagogical discussion in a discipline or across disciplines as well as work that makes original contributions to knowledge; in work that redefines disciplinary knowledge as well as in work that reinforces it; and in major community outreach projects that demonstrate substantive disciplinary or interdisciplinary knowledge.

(b) HAND COMMUNITY IMPACT AWARD

With the Hand Community Impact Award, we celebrate the achievements of faculty serving the needs of the community, both the Stetson community and the community beyond the campus. An institution depends on its faculty to provide guidance to its students, expertise to its governance structure, leadership in its planning processes, and connections to the larger community. We recognize that the life of a teacher is a life of service, service that goes beyond the classroom, service that takes inordinate time and energy. While service may at times seem to take faculty members away from their disciplines, it can also be an important form of scholarly investigation, as when theoretical understandings are applied or tested in local communities. Academic service may also involve important leadership in disciplinary organizations at both the regional and national level. All these kinds of service—to our academic community, to our surrounding communities and state, to our disciplines, to the world—are among our most important contributions to knowledge and our most impressive statements of our values commitments. We are pleased that this Hand Award will honor such achievements in service by our faculty.

PROCEDURES:

Any faculty or academic administrator may nominate a faculty member to be considered for the Hand Awards for Distinguished Faculty Achievements; however, self-nominations are not appropriate. The person nominating should work with the person being nominated in preparing a representative portfolio of documentation and supporting materials. This portfolio should include:

- a letter explaining why this faculty member is being proposed for consideration, to include relevant details of the significance of the nominee’s accomplishments within his/her discipline;
- a current curriculum vitae;
- examples of work, reviews or citations or other evidence of the impact of the nominee’s work, and any other item considered helpful in the decision. Care should be taken to present only the best and most representative materials.

Nominations for the award are received by the college/school/library dean/director who forwards them to the college/school/library committee. This committee selects the designated number of nominations and forwards them to the Office of Academic Affairs, which then forwards them to the University committee for review. The identity of those chosen by the University committee is forwarded to the Associate Provost for Faculty Development, but otherwise remains confidential until the announcement at the Spring Commencement ceremony. Winners in each category are eligible for consideration again in that category after five years have passed after receipt of an award.

COMMITTEES:

1. College/School/Library Hand Award Recommendation Committees

(a) Formation of the committee:

After nominations have been received, the dean/director of each college/school/library appoints a representative group of faculty to serve as the Hand Award Recommendations Committee. The size of the committee may vary according to the size of the college/school/library. Care is taken to involve appropriate gender and minority representation as well as those sensitive to scholarship and/or creative practice in that unit.

(b) Responsibilities of the committee:

The committee receives the nominations and selects those that will be sent forward to the University committee. The number of nominations that may be sent forward from each unit are: College of Arts and Sciences - 8, School of Business Administration - 2, School of Music - 2, Library - 1. The nominations are sent without comment or priority ranking.

2. University Hand Award Committee

(a) Formation of the committee:

The Associate Provost for Faculty Development appoints faculty to serve on the University committee.

(b) Process:

The Associate Provost for Faculty Development convenes the committee, reviews procedures and expectations, is not present during any discussion of individual nominees, and is available to respond to questions that the committee may have. The committee has access to all information generated by this process and to the list of prior recipients.

SPECIFIC PROCEDURES AND DATES FOR HAND AWARDS FOR DISTINGUISHED FACULTY ACHIEVEMENTS

DATES	SPECIFIC PROCEDURES
March 19	Nominations are due to college/school/library dean/director
March 22	The Dean/director of each college/school/library appoints faculty to their internal Hand Award Recommendation Committee
April 2	The Recommendation Committees forward nominations to Office of Academic Affairs
April 9 – 13	The Associate Provost for Faculty Development convenes the University committee
April 16 – 25	The University committee reviews nominations
April 27	The University committee submits the names of winners to the Associate Provost
May 12	Awards are announced at Commencement