

## **Guidelines for the MSU Alumni Association 2024 Distinguished Researcher Award Social Sciences, Humanities, and Arts (SSHA)**

### **Introduction**

The MSU Alumni Association Distinguished Researcher Award is to recognize excellence in research and reflects the significance of faculty research to the educational environment at Murray State University.

### **Award**

The Distinguished Researcher will receive a \$1,000 cash award, and the researcher's name is engraved on the MSU Alumni Association Distinguished Researcher Award plaque located in the Murray State University Alumni Center.

### **Award Selection Process**

The Research Policy Committee is charged with the task of developing guidelines and procedures, reviewing nominations, and recommending the name of each year's recipient to the Provost and the Alumni Association.

### **General Eligibility and Criteria for Nomination**

Criteria to be considered for nomination for the MSU Alumni Association Distinguished Researcher Award are outstanding accomplishment in basic or applied research. For 2024, nominations will be taken for research in SSHA areas.

Specific criteria of eligibility:

- The major portion of the research for which an individual is nominated must have been performed while the nominee was employed at Murray State University.
- An individual may be nominated either for an outstanding research career at Murray State University or for a single, significant research accomplishment.
- Any person who is employed as a full-time member of the faculty shall be eligible for nomination regardless of faculty rank or title if he/she satisfies the remaining qualifications.
- "Faculty member" is defined as one who holds academic rank and who is directly engaged in instruction, research, or public service.
- A nominee shall have been employed at least five academic years at Murray State University prior to being nominated.

- A faculty member who has won the award shall be ineligible for the same award for a period of five years. A second nomination must be based solely on research completed after the previous award.
- No current or immediate past member of the Research Policy Committee can be nominated for this award.

## **Evaluation Criteria**

The Research Policy Committee will evaluate applications on the basis of the significance, recognition and/or application of the research, as evidenced by publications, presentations, awards and external grants.

## **Nominations**

Colleagues, collaborators, departments, schools/colleges, or recognized campus organizations may nominate faculty for the award. Nominations will be made by submission of a nomination form (available on the Research Policy Committee web page, at the link below). Only one nomination is needed to place a candidate's name in nomination.

<https://forms.gle/6tYbeYT6fsaqHAJ6A>

The **Nomination Form** includes the following information:

- Full name of nominee
- College/School and Department
- Nominee's current position
- Total number of years that Nominee has held a tenure-track position
- Brief justification of why the nominee should receive the award

## **Important Dates**

January 30, 2024: Final email reminder for nominations sent to faculty via Provost Office

February 6, 2024: Nomination form submitted (electronically)

February 13, 2024: Finalists for the awards will be notified

February 26, 2024: Deadline for finalists ide2 (l)1.9oj/Tr yi(n)-3. 76 (m)-3Tc 06tsluf yi(a)8. 7s)1e, 12.424eA67j/TT0194

March 15, 2024 or later: Once approval from Provost Office is received, Chair will notify all award recipients and non-selected nominees

### **Materials Requested from Nominees**

The Research Policy Committee will screen the CVs of all nominated individuals and invite nominees to submit full application packages. These nominees will submit a full application package (electronic copy) consisting of the following, as PDF files:

**CV.** Updated copy.

**Research/Scholarly Activity Summary.** The summary should contain a brief description of the applicant's completed research project(s) highlighting the significance of the research or scholarly activity.

research, qualifications and accomplishments, but may not include current students. The letters should also address the broad impact and significance of the nominee's research and be understandable to the lay reader. The committee encourages the nominees to request at least ONE of the letters from an individual external to Murray State University.

### **Selection of Emerging Scholars**

The Research Policy Committee will review the application packages and recommend individuals to be recipients of the Emerging Scholar Award to the MSU Alumni Association and the Provost. Award decisions will place significant emphasis on any work performed while employed by Murray State University. The awards will be presented at the annual Faculty Recognition Banquet in April.

Last modified 9/28/23