**WVSU Service Award**

Award Description: The WVSU Service Award honors Faculty for their exceptional service to the University, to the community, and to the academic profession. The award celebrates exemplary service that is significant, sustained, and permanent in its effect. It honors Faculty whose service is marked by excellence, and positively impacts both the quality, as well as the reputation of the University.

Award Criteria: The WVSU Service Award honorees will be selected in accordance to the following criteria:

* A record of exceptional service that sets the Faculty member apart from his or her peers
* A record of extraordinary service contributions to WVSU through direct involvement in committees, participation in campus initiatives, service to their Programs, Departments, Colleges, professions, and the community, as well as through other activities that further the mission and add to the reputation of the University.
* A record of outstanding internal and external service to the University, to the community, and to the academic profession
  + *Contributions to the University* include service activities that contribute to University governance, administration, and effective operation of the institution
  + *Professional and Public Service* includes service activities that are in the Faculty member’s discipline, art, profession, or society, as long as the Faculty member provides such service as a practitioner of his/her discipline, art, or profession, or as a representative of the University
  + *Engaging students in extracurricular activities* includes organizing field trips, seminars, conferences, advising student groups, as well as engaging in other extracurricular activities that are supported by the Faculty member’s Program, Department, College, or the University.
  + *Operating in Contexts Beyond the Campus* includes service activities in which a Faculty member operates in contexts beyond the University, which have not been noted above, in ways that benefit the University’s mission and add to its reputation.

Standards of Excellence:

* The nominee has rendered service that is conspicuous by its excellence
* The nominee has rendered service that has a positive impact on the quality of the University
* The nominee has rendered service that has added to the University’s reputation

Eligibility: To be nominated for the award, the faculty member must meet the following criteria:

* The nominee must be a full-time member of the WVSU faculty;
* The nominee must have taught at the University in full-time faculty position for a minimum of three years;
* The nominee may not have received the award in the last five years
* The nominee must meet the award criteria and standards of excellence.

Nomination Process:

* All faculty, staff, students, parents, administrators, and alumni are encouraged to nominate faculty members who have met the requirements for the award;
* Nominations must be made in writing and must clearly state the basis for the nomination;
* Nomination letters (2 pages maximum) must be submitted to the Awards Committee at facultyawards@wvstateu.edu
* Nominees will be notified by the Faculty Senate Executive Committee, and those who wish to be considered further must accept the nomination in writing and submit the following supporting materials for evaluation to the Executive Committee by the date specified:
  + Summary statement explaining the candidates service activities to the University, students, and professional societies and how this service has benefited the University. (3 page maximum)
  + Up to five (5) pieces of supporting materials (i.e. sample documents relevant to the project, letters of support or thanks received, examples of media coverage, etc.) (10 page maximum)
* Complete nomination packets are reviewed by the Awards Committee;
* The award will be given out at the August General Faculty Meeting;
* The 5 most recent recipients of the award comprise the rolling members of the selection committee.

Nomination Due Date: February 15, 2020

Application Due Date: March 15, 2020