2017-18 University Faculty Scholars Program:
College of Engineering Nomination Process

Program Background

The University Faculty Scholars Program [https://provost.ncsu.edu/strategic-initiatives/university-faculty-scholars/university-faculty-scholars-selection-process/](https://provost.ncsu.edu/strategic-initiatives/university-faculty-scholars/university-faculty-scholars-selection-process/) will identify up to twenty (20) tenured or tenure-track faculty each year.

Important changes: Faculty members selected and named as University Faculty Scholars:

1. may use the title “University Faculty Scholar” for the duration of their faculty appointment at NC State (applicable to both current and new awardees);
2. beginning with the 2017-2018 cohort of Scholars, will receive a permanent 5% increase to their base salary to support their academic endeavors in place of the past time-limited $10,000 annual supplement for 5 years. **Note:** For faculty who are members of the first five cohorts of University Faculty Scholars, this permanent increase to base salary (again, 5%) will be applied to their base salary at the end of their initial five-year term as Scholars. These Scholars will receive the annual $10,000 award during their initial five-year term, consistent with the original terms of their award. Thus, the 2012-2013 cohort of Scholars will receive the increase to base salary as of January 2018, given that their initial five-year term as scholars will end in December 2017. The 2013-2014 cohort of Scholars will receive the increase to base salary as of January 2019, and so on.
3. New cohorts of Scholars will be named effective July 1 of each year.

Nominations are limited to

- assistant professors who have been reappointed for a second term,
- all associate professors
- full professors within the first three years of appointment at that rank.

To be eligible for consideration, outstanding faculty should be nominated by their college. A faculty member must meet eligibility requirement in both the year he or she is nominated and the year he or she receives the award.

Each college will establish its own nominating procedure but the process should include input from senior faculty in that college, ideally including a current distinguished professor.

A limit to the number of nominations for each college has been set, based on the number of tenured and tenure-track faculty FTEs in that college. A provost’s administrative advisory committee composed of senior faculty from each college will review nominations. The provost will make the final decision on awardees. Each college will not necessarily receive a set number of awards in any given year.

**Faculty members who were nominated but not named University Faculty Scholars last year are still eligible to be nominated again by their college.** However, no faculty member may receive the award more than once.
The **College of Engineering** will recognize individuals who have made outstanding contributions to research, teaching, and service. The awards will be made in recognition of scientific and educational achievement in engineering. Faculty members selected for the award will be cited and recognized for:

- **Scholarship**: Scholarly activities, including research, design, writing and speaking. Such endeavors should be recognized locally, nationally and internationally.
- **Teaching**: Contributions to the education of students through excellence in teaching, course and programs improvement, advising, student project and thesis direction, and participation in other activities that enhance the development of students.
- **Service**: Extension and public service; professional society contributions, assistance and advice to industry, business, government, and other educational institutions.

**Nominations Submissions from the College of Engineering:**
Nominations will be solicited from the department heads in the College of Engineering who will inform their faculty of the process. No college will receive a set number of awards in any given year. Our nomination process will limit the number we can nominate to the university committee to no more than eight for 2017. In this regard, the College of Engineering is limiting the nominations to two per department.

Required nomination materials:
1. Current CV, current SME, and a summary statement of current teaching evaluations (maximum 25 pages)
2. Faculty with significant extension responsibilities should submit an impact statement that describes how their service philosophy and activities impact the extension community (1 page)
3. Letter of nomination from a colleague other than the department head addressing the nominee’s qualifications and potential contributions (maximum 2 pages)
4. Letter of support from the nominee’s department head (separate nomination letter); *please include approximate percentages of a nominee’s distribution efforts (research, teaching, extension, etc.)* (maximum 2 pages)
5. Letter from the dean supporting the nomination at the university level and addressing the nominee’s contributions/impact/value to the department/college/university (maximum 2 pages)

(Three letters are encouraged—faculty nominator, department head, and dean—in order to give the committee a range of perspectives as they review the nominations.)

**Format:**
Please submit each nomination in **two PDF files**: one containing the CV or dossier sections; and the other containing all support letters.
**College Process:**
Nominations will be reviewed by a **COE level committee** consisting of a set of distinguished faculty; members will be successful full professors no longer eligible for the Scholar award due to years of service.

**Each department will submit a nominee for participation on the College Level Committee.** The COE Dean’s office will appoint the faculty on the committee. The COE level committee will review the departmental nominations; eight nominations (determined by the aforementioned Provost’s office criteria) will be submitted by the committee to the Dean to prepare a letter of nomination for the university level process.

**Timeline for 2017-18 Academic Year**

- Information available for COE Departmental Faculty: September, 2017
- Candidates prepare packages for departmental consideration: September-October 2017
- Final departmental nominations due to COE committee: November 1, 2017
- Nominations from COE committee due to Dean: November 10, 2017
- Nominations from Colleges due to the Provost: December 1, 2017
- Nominations from colleges reviewed by Provost’s Administrative Advisory Committee: December 11-January 31, 2018
- Nominee recommendation to the Provost from Administrative Advisory Committee: February 6, 2018
- 2017-2018 University Faculty Scholars announced: Late February 2018
- Funds available to University Faculty Scholars (Estimated): July 1, 2018

- **Submit complete nomination packets to:** Barbara Smith: Assistant Director of COE Faculty Advancement besmith@ncsu.edu; an electronic submission process will be developed.

- **College Level Coordination by:** Dr. Christine Grant, Associate Dean of Faculty Advancement, College of Engineering