School of Education Distinguished Faculty Award
for Excellence in Research

1. **Purpose**

   This annual award recognizes, encourages, and rewards outstanding scholarship within the School of Education of Loyola University Chicago. Outstanding scholars include individuals whose contributions to science in their disciplines have had a significant impact on the profession. Such contributions might be research efforts that have been recognized by professional societies/academic institutions; scholarship that has appeared in flagship, high-impact journals or books published by academic presses; or scholarship that has been heavily cited by one’s peers in the profession. This award is intended to honor individual scholarly contributions, not lifetime achievement.

2. **Eligibility**

   Any full-time clinical, tenure track or tenured line faculty member within the School of Education is eligible to be nominated for the Award. At a minimum, faculty nominees must have taught for at least three full years in a full-time position within the School of Education (e.g., they can be nominated in their fourth year). Past recipients of this award are eligible for re-nomination provided a span of at least 5 years has passed since receiving the award. A second nomination in subsequent years must be for a different scholarly contribution. Faculty not selected may be nominated again in subsequent years. Faculty members elected to serve on the Awards Committee are not eligible to be nominated for the Award during their term of office on the Committee. In contrast to the designation of “research exceptionality,” nominees for this award need not be classified within this designation, as its purpose and criteria differ from those of this award.

3. **Criteria**

   The award recognizes excellence in scholarship in a broadly defined way. For example, a nominee may highlight a specific contribution to the field that has had substantial impact (e.g., a book that has received critical acclaim). Criteria for scholarship defined as “excellent” (offered as illustrations of the type of evidence that may be considered by the Committee) include but are not limited to:

   - Scholarship that has had a substantial impact on the field in terms of citation index counts.
   - Scholarship that has been recognized by professional societies or academic institutions for its excellence.
• Scholarship that has been published in prestigious outlets such as top-tier journals with high rejection rates.
• Scholarship that has appeared as books published by major academic presses that have been heavily cited, critically acclaimed, or favorably reviewed by colleagues in one’s field.
• Scholarship that has advanced the Jesuit ideal of social justice, that which benefits humanity.

4. **Nomination and Selection Process**

   A. Any student, faculty, staff member or SOE alumnus/a may nominate an eligible faculty member for the Research Award by submitting electronically to the Chair of the School of Education Faculty Awards Committee a letter of nomination (not to exceed 3 pages) that addresses the award criteria. The letter should indicate that the faculty member is willing both to accept the nomination and to provide additional materials in confidence to the committee. The Chair of the Awards Committee is responsible for widely publicizing the Call for Nominations for this award among faculty, current students, alumni, and staff.

   B. Depending on the number of nominations received, the Awards Committee may decide to establish procedures for a preliminary screening of nominees. Those nominees advanced for full consideration will be invited to submit more substantial documentation for review.

   C. The committee chair will contact nominees and invite each to provide information about their research from among the following types of information. The Awards Committee may determine a) which types of information to seek and b) the indicators of quality and the weight to be assigned in reviewing documents submitted.

   1. A current curriculum vita;
   2. A statement of the nominee's research program (not to exceed 2 pages);
   3. A statement addressing evidence of the candidate’s scholarly impact on the profession (not to exceed 3 pages).

6. **Timeline**

   A. The Awards Committee will determine a reasonable calendar for submission of nomination letters and other documents including the selection and notification processes for the award recipient each academic year.

7. **Integrity of the Process**

   A. All materials submitted to the Awards Committee and deliberations of the committee will be held in strict confidence so as to ensure the integrity of the process and the privacy of those nominated.
8. **Announcement of Award and Recognition**

   A. The decision of the Faculty Awards Committee is final. The Committee has responsibility to notify the award recipient and to communicate the name of the recipient to the Dean of the School of Education.

   B. The Award recipient will receive a cash award of $1,500 and an appropriate certificate of achievement (or other appropriate symbol such as a plaque, etc.). The recipient will be publicly recognized at the Provost's Faculty Convocation, and in SOE communications both to internal and external stakeholders (i.e., current students, staff, and faculty; alumni).

Approved and adopted by Academic Council, November 11, 2011