

University of Central Florida
Office of the Vice President for Research
UCF PROGRAM ANNOUNCEMENT
Excellence in Research Awards

Applications due to the college deans: January 12, 2015

Selections due from the committees to vice president for research: no later than 5:00 p.m. February 9, 2015

Program Overview

The University Research Council and the Office of Vice President for Research & Commercialization are pleased to announce the Excellence in Research Awards. Each college may select one research award recipient. One Excellence in Research award is available to the combined research staff in those institutes and centers not directly associated with an academic college. Each researcher selected will be considered for an additional University Excellence in Research Award.

Funding

The amount of each of the individual awards is \$2,000. The individual selected to receive the university award will receive an additional \$2,000. These awards are made from research overhead funds. Award amounts are treated as income and are subject to normal withholding tax.

Faculty Eligibility

- may be nominated by faculty members, students, staff members or alumni, or be self-nominated
- must have outstanding research records for work done at UCF (scholarly activity advances the body of knowledge in one's field)
- must have completed at least two years of continuous service immediately prior to the current year on the UCF faculty (academic years 2012–13 and 2013–14)
- three full years must have elapsed since nominee received a UCF college or university researcher award (academic years 2011–12, 2012–13, and 2013–14)
- full-time faculty holding a tenured or tenure-earning position, and full-time research staff members in institutes or centers who have served as principal investigators on contracts and grants awarded by an outside sponsor to UCF
- full-time faculty holding a tenured or tenure-earning position in an academic college should be considered for nomination through their respective colleges even if they also have center or institute appointments
- full-time research staff members in institutes or centers who do not hold tenured full-time faculty appointments in colleges should be considered for nomination through their respective institute or center

Members of the University Research Council are not eligible for the university award. Colleges may name members of the University Research Council as their nominee but may not forward their names for consideration for the university award. In considering previous winners of the Excellence in Research Award, only materials developed since the last award will be considered in the evaluation for this year's award.

Application and Supporting Documentation

The attached application and nomination form must be used for all nominations. Each application must be accompanied by documentation and materials supporting the nominee's research accomplishments. Supporting materials must be current.

All nominations must be submitted by **Monday, January 12, 2015**. Nominations for college awards should be submitted to the appropriate college dean. Nominations from eligible institutes and centers should be submitted to the Office of Research & Commercialization for review by the University Research Council.

Evaluation and Award Process

Each college will use a peer review procedure consistent with university guidelines and the relevant senate resolutions to select its researcher. The University Research Council will serve as the college-level review committee for nominations submitted by eligible institutes and centers.

Each college will notify those selected, and those not selected, for college awards and forward the file of its nominee to the Vice President for Research for consideration for the University Excellence in Research Award by **Monday, February 9, 2015**. The University Research Council will base its final decisions on the documentation in the candidate's file. Each file must include the items listed below:

- cover memo explaining that unit's reasons for the selection
- evidence that documents the research achievements of the applicant (publications and presentations, contract and grant awards, recognition through honors and awards, etc.)

The criteria for evaluating applicants' files will include four major categories:

- cumulative value and impact of research efforts at UCF within the discipline and to society
- recognition of research efforts by the individual's peers in the same or in related disciplines
- publication and presentation of research results
- external grant and contract support for the research work appropriate to the candidate's discipline

All awards will be presented at the Founders' Day Honors Convocation in April 2015.

Once the selection process is complete, the college and university committees will return the notebooks to the appropriate dean's or director's division to be returned to faculty or staff members.

**UNIVERSITY OF CENTRAL FLORIDA
EXCELLENCE IN RESEARCH AWARD**

Application and Nomination Form

I. PERSONAL DATA

Name _____ Rank-Title _____
Campus Address _____ Campus Telephone _____
Department-Division _____ Years at UCF _____
Year Terminal Degree Granted _____ Institution Granting _____
Major Field _____
Dissertation Title (abbreviate) _____

II. RESEARCH ACTIVITIES

Please provide requested information as instructed and attach to this form.

- A. Describe in 100 words or less the individual's primary area of research.
- B. Describe in 100 words or less the individual's secondary (if any) areas of interest.
- C. Give a concise description (not to exceed 300 words) of the research achievements of the candidate, discussing, for example, new discoveries, major contributions, creativeness, originality, significant breakthroughs, etc.
- D. What time span is covered in the attachment (C. above)?
- E. Research outlets. Briefly describe (no more than half a page) how the major research publications, or other means of research dissemination exceed the norm in the candidate's field. List these publications or major products for dissemination.
- F. Research recognition. Briefly list (no more than half a page) major awards or other evidence of recognition, including major research funding.

III. SUPPORTING AND ADDITIONAL MATERIALS

- A. Candidate's vitae.
- B. Supporting materials. Candidates may attach or include up to a maximum of three examples of their work. These examples should be selected to provide evidence of quality as opposed to quantity. Examples should be current (generally not older than 3 years).

IV. SIGNATURE

Signature _____ Campus Address _____ Tel. # _____

NO OTHER INFORMATION WILL BE CONSIDERED UNLESS SPECIFICALLY REQUESTED BY THE RESEARCH COMMITTEE.