

Marshall University Lewis College of Business Guidelines for Annual Faculty Awards

(Approved by LCOB Faculty Development Committee April 18th, 2016

Approved by the dean April 19th, 2016)

The Lewis College of Business will recognize faculty who embrace the spirit of engagement, innovation and impact as outlined in the Marshall Business 20/20 Strategic Plan. Particularly, the Strategic Plan emphasizes the goal of increasing enrollment by 5% each year. There are a total of three possible awards: Teaching, Research, and Service, each given on the basis of engagement, innovation and/or impact. There is no limit to how often a faculty member can win each award.

Teaching Award: This award will recognize the faculty member whose teaching demonstrates extraordinary engagement with students, innovative pedagogical practices and integration of assurance of learning. Examples of indicators are provided below.

Research Award: This award will recognize the faculty member who has been able to publish impactful research as deemed by the points for current publications using the tier system as approved by the College faculty. Examples of additional indicators are identified below.

Service Award: This award will recognize the faculty member whose service is exemplary as evidenced by engagement in various efforts that make a positive impact on students, the College, the University, and the community. Examples of additional indicators are provided below.

Over time, the awards should reflect the contributions of all divisions. Awards should only be given if a recipient truly demonstrates exceptional performance in an award category. All tenure, tenure-track, and term faculty are eligible for awards. Faculty who do not hold endowed professorships will have priority in consideration for the awards.

Awards:

1. Teaching Award

- Indicators of meritorious teaching performance include:
 - Mentorship of student research.
 - Experiential learning activities that provide students with knowledge of and experience in the practice of business and management and/or allows students to engage with faculty and business leaders.
 - Documented improvements in learning outcomes that result from new classroom strategies.
 - The integration of new and creative teaching techniques.
 - Direct input from organizations that hire graduates regarding graduates' preparedness and the roles they play in advancing the organization.

- Classroom activities that result in a positive impact on students, business theory, businesses, society, the global community, teaching, and faculty.

2. Research Award

- Indicators of meritorious research performance include:
 - Cross disciplinary collaboration.
 - Breakthrough research that forges a field or topic of study.
 - Research that uses new and unique data gathering and/or analytical methods.
 - Intellectual contribution outcomes with themes or focus areas valued by the business school's mission.
 - Inclusion of academic work in the syllabi of other professors' courses.
 - Editorships, associate editorships, editorial board memberships, and/or invitations to act as journal reviewers for recognized, leading peer-review journals.
 - Recognitions for research in an academic society, and other recognition by professional and/or academic societies for intellectual contribution outcomes.
 - Competitive grants awarded by major national and international agencies (e.g., NSF and NIH) or third-party funding for research projects.

3. Service Award

- Indicators of meritorious service performance include:
 - Extracurricular activities that allow students to engage with faculty and active business leaders. Structured and unstructured student mentoring.
 - Engagement with peers as well as community and business professionals.
 - Service opportunities that result from new thinking and problem solving.
 - Well-planned, well-developed, rational and creative experimentation or entrepreneurial service.
 - Case studies, consulting reports, presentations, workshops or other tools/methods developed for companies and business professionals that have led to solutions to business problems.
 - Memberships on boards of directors, serving as an expert on policy formulation, witness at legislative hearings, member of special interest groups/roundtables, etc.

Award Amounts:

Each of the three possible awards will be in the amount of \$1000.

Annual Awards Committee:

An Annual Awards Committee will be formed to provide recommendations to the Dean of the Lewis College of Business. The Annual Awards Committee will be made up of:

1. The Division Head for each of the divisions in the Lewis College of Business
2. One faculty member selected by each of the Lewis College of Business divisions
3. At least one Associate Dean

Selection Process

- The division may nominate at most, one person per division per award based on the initial nominations of the divisional faculty.
- The Annual Awards Committee will contact nominees and request an application packet.
- Nominees will put together an application packet to highlight their qualifications and show how their activities demonstrate engagement, innovation and/or impact in last one year. This packet may include but is not limited to:
 - A listing of leadership positions held at the department, college, university, and community levels, including achievements in the position.
 - Copies of scholarly publications and conference presentations, including those forthcoming
 - Evidence of the improvement on student learning and outcomes
- The Annual Awards Committee will review supporting nominee information, and provide recommendations for each award to the Dean of the Lewis College of Business
- The Dean will review and consider the recommendations of the Annual Awards Committee in making the final determination of award recipients.

Additional Sources to Assist with the Selection Process:

Committee members may also call upon the Director of Stakeholder Engagement, the Director of Student Services, the Director of Graduate Student Services, and/or other stakeholders to provide information on faculty performance as it pertains to engagement, innovation and impact, as needed.

Yearly Timetable:

- Divisions will provide nominations to the Annual Awards Committee by the first Friday of February each year. Within the division, a faculty can be nominated or self-nominated. If there are more than one nominations for an award, divisional faculty will vote. The division head will not take part in the voting process. Once the nominees are finalized, the division head will announce the list of candidates for the awards to his division faculty before forwarding the list to the Annual Awards Committee.

- The Annual Awards Committee will contact nominees by the second Friday of February each year to request an application packet.
- Application packets will be submitted to Molly Robertson by 4 pm on the fourth Friday of February each year. She will forward them to the Annual Awards Committee.
- The Committee will send recommendations to the Dean by the last Friday of March.
- The Dean will announce the award winners in April.