

## **Outstanding Service Award, 2013 - 2014**

### **Description**

The award recognizes career achievements in service to the department, college, university, community, and academic or disciplinary profession.

### **Eligibility**

Any full-time faculty member of the College of Arts and Sciences who has been employed full-time at USA for at least seven years preceding the year in which they receive the award is eligible. An individual may receive the award only once in their career at the University of South Alabama.

### **Supporting Materials**

A list of required and recommended supporting materials is attached. It is recommended that the department chair, a senior faculty member, or the nominator assist the nominee in preparation of these materials.

### **Cash Prizes**

The award is accompanied by a cash prize of \$1000.00, subject to the availability of funds, at the sole discretion of the Dean of the College of Arts and Sciences, and will be paid out of an account designated by the Dean which is not funded by appropriations from the State of Alabama. All cash awards will be subject to regular payroll withholding taxes and will be made through the normal payroll process.

### **Eligibility Caution**

An individual may receive only one College award (teaching, scholarship, service, and advising) per academic year. If an individual is nominated for more than one award, s/he should decide which award s/he wants to be considered for and submit materials in support of that nomination only.

### **Selection of Recipients**

The selection of award recipients will be made by the Dean of the College of Arts and Sciences, based upon recommendations from the Faculty Awards Committee.

### **Nominations**

Nominations for each award may be submitted by faculty, staff, and students in the College of Arts and Sciences.

### **Submission Information**

Submit nominations via email to: Dr. R. Kent Clark ([rclark@southalabama.edu](mailto:rclark@southalabama.edu)), Chair, Faculty Awards Committee. All nominations are due by **5:00 p.m., March 10, 2014.**

### **Nominee's Supporting Materials**

Submit all supporting materials to: Dr. R. Kent Clark, Chair, Faculty Awards Committee, Dean's Office, HUMB 118, College of Arts and Science, University of South Alabama, Mobile, AL 36688. All supporting materials are due by **5:00 p.m., April 7, 2014.**

## **Outstanding Service Award**

This award recognizes career achievements in service to the department, college, university, community, and academic or disciplinary profession. Support materials should aid the Awards committee in determining the quality, quantity, duration, and lasting effects of the nominee's service activities.

### **Required**

- Curriculum vitae.
- Letter of support from the faculty member's chairperson. (If the nominee is a department chair, a letter of support from an associate or full professor in the nominee's department may be substituted.)
- Letters of support from those who have witnessed and benefited from the service.
- Any other documentation that demonstrates the quality, quantity, duration, and lasting effects of the service activities.

### **Format**

All materials should be submitted in a loose-leaf binder with labeled tabs between sections. A table of contents indicating included materials will be helpful. The binder should be labeled on the spine with the nominee's name.