

**PROCEDURES, GUIDELINES AND CRITERIA FOR SELECTION OF THE
RECIPIENTS OF EXCELLENCE IN RESEARCH AWARD**

**COLLEGE OF SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS
EASTERN KENTUCKY UNIVERSITY**

I. Procedures and Guidelines:

1. The Research and Faculty Development Committee shall be responsible for reviewing applications for the College of Science, Technology, Engineering, and Mathematics Excellence in Research Award.
2. The composition of the committee and the procedures for the election, appointment, and replacement of its members are outlined in the *Policies and Procedures for the Research and Faculty Development Committee*.
3. If a faculty member or a member of his or her immediate family is being considered for the Excellence in Research Award, that member shall be replaced by an alternate when the committee is reviewing applications for this award.
4. For the purposes of selecting recipients of the College of Science, Technology, Engineering, and Mathematics Excellence in Research Award, the departments within the college are as follows:

Department of Agriculture, Department of Applied Engineering and Technology, Department of Biological Sciences, Department of Chemistry, Department of Computer Science and Information Technology, Department of Mathematics and Statistics, and Department of Physics, Geosciences, and Astronomy.
5. One research award will be available per academic year.
6. All full-time tenured and tenure-track faculty in the College of Science who have served on a tenure-track line at EKV for three or more years are eligible for the award.
7. Recipients of the award shall be selected by the end of the spring semester preceding the academic year in which the award is to be made.
8. Award recipients shall not be eligible again for a period of 5 years. For example, a recipient of the award in the fall 2020 shall not be eligible to receive the award again until fall 2025. Previous recipients shall be considered again based upon their new research accomplishments.
9. All applications shall be submitted to the committee electronically using the online application form posted on the college web site under "Excellence in Research Award" by March 1.
10. Eligible candidates shall submit a curriculum vitae which demonstrates past and/or present research activity (see Criteria, Section II). They should also submit a statement of no more than three single spaced pages, summarizing their research activity and its goals or purposes (i.e. why was the research activity done and how does it compare to similar efforts in the field?). Letters of recommendation are not to be submitted with the candidate's vitae.

11. The award shall be based upon both past accomplishments and evidence of continuing research at Eastern Kentucky University. However, the greatest emphasis shall be placed upon evidence of recent (past 5 years) research, and only work published at EKV shall be considered.
12. The committee shall rank the submitted applications from each area numerically with the candidate attaining the lowest (best) numerical rank the winner.
13. The committee may choose no winner if there are no outstanding candidates.
14. Each winner of the award shall receive appropriate college recognition including an honorarium and a plaque

II. Criteria

A full documentation of past research activity shall be included in the applicant's curriculum vitae, utilizing the College of Science, Technology, Engineering, and Mathematics standard format. In this context, research activity is defined as discovery and interpretation of facts, the revision of accepted theories or laws, or the practical application of new or revised theories and laws.

1. Criteria for research

Evidence of research activity will be examined according to the hierarchical criteria below. Some evidence of activity from Category I is considered essential.

Category I.

- a. Refereed publications that are national or international in scope (e.g. journal articles, scholarly books and book chapters).
- b. Competitive (peer reviewed) grants received in support of original research.
- c. Significant product or software development for use in original research.
- d. Invited presentations at national or international professional meetings.

Category II.

- a. Refereed publications that are regional in scope (e.g. journal articles, scholarly books and book chapters).
- b. Noncompetitive grants and contracts received in support of original research.
- c. Technical reports.
- d. Refereed presentations at professional meetings.

Category III.

- a. Non-refereed publications (e.g. journal articles, book chapters).
- b. Graduate and/or undergraduate research supervision.
- c. Non-refereed presentations at professional meetings.
- d. Other evidence of research.