Outstanding Achievement in Research & Creative Activity Award  
(submission deadline: March 1)

**Description of the Award.** Each year, Penn State Altoona recognizes the distinguished contributions of a selected faculty member with the presentation of the Outstanding Achievement in Research & Creative Activity Award. The awardee receives a medallion to wear with academic regalia and the choice of a $5,000 research stipend or a $1,000 cash award.¹ His or her name is also displayed on a plaque in the Academic Affairs office.

The awardee is announced at the annual Faculty and Staff Awards Ceremony, held during the spring semester.

**Purpose of the Award.** Rather than a career achievement award, the Outstanding Achievement in Research and Creativity Award recognizes distinctive research, scholarship, or creative activity of a faculty member in any field or discipline achieved in the recent past, i.e., during the prior two to three years.

**Eligibility.** All faculty on continuing appointments (both standing and fixed term) are eligible for consideration. However, the research and creative accomplishments on which the Award is based must have been achieved during the faculty member’s employment with Penn State Altoona. While there is no restriction against previous recipients being nominated in successive years, preference will be given during the review process to first-time nominees.

**Number of Recipients.** The Award will be given to one recipient annually, unless in a given year, no distinctive nominee emerges after the Research Advisory Committee’s review of the nominations.

**Nomination Procedure.** Nominations may originate with any faculty member; however, each Division Head is expected to nominate at least one faculty member each year from his/her division. As described on the cover sheet below, all nomination packages must include the candidate’s current CV and other supporting documentation, as described, attesting to the nominee’s accomplishments. Submissions are due to the Associate Dean for Research by March 1.

*Note:* In cases where their disciplines differ, Division Heads are expected to confer with the nominee in order to ensure that the nomination package clearly and thoroughly provides the requested information.

**Determination of Award.** Nomination packages are reviewed by the Associate Dean for Research and the college Research Advisory Committee. After their review, a formal

¹ Unlike other college research awards, this one can be “rolled over” from one calendar year to the next. That is, the value of the award does not have to be spent in the year in which it is given.
recommendation is submitted to both the Associate Dean for Academic Affairs and the Chancellor, who will make the final selection.
Outstanding Achievement in Research & Creative Activity
Penn State Altoona

Nomination Form

Date: ____________________________
Nominee: ________________________ Title: __________________________
Division: ________________________ Campus Phone: ____________________
Campus Office Location: ______________________ E-mail: __________________

Nominator: ______________________ Title: ____________________________
Division: ________________________ Campus Phone: ____________________
Campus Office Location: ______________________ E-mail: __________________

When completing this nomination form, please keep in mind that members of the selection committee will be scholars or artists in a wide variety of disciplines and fields but probably not in the nominee’s field of specialization.

Submit electronically, all materials below with this cover sheet to the Associate Dean for Research by March 1.

1. A current CV for the nominee.
2. A letter of support that is organized according to the following template (please use these headings and provide information in this order):
   a. **Overview**: Summarize the exemplary nature of the research scholarship or creative accomplishments upon which the nomination is based.
   b. **Significance**: Explain the distinctiveness and importance of the scholarship or creative activity, and note the impact it has had on the nominee’s research or artistic field. *Please be sure that this section contextualizes the nominee’s accomplishments in his/her discipline.*
   c. **Dissemination**: Describe the way(s) in which the research or creative activity is presented to the nominee’s peer audience (e.g., through publications, seminars, reports, presentations, exhibitions, shows, recitals, patents, etc.).
   d. **Grants**: Describe any pertinent financial/grant/other support received (source, amount, duration), as applicable to the nominee’s area of specialization.
   e. **Timespan**: Note the duration of the research or creative activity (at Altoona College and elsewhere), and note any co-workers (and students, if applicable) who have contributed to the achievement.
   f. **Additional comments**.
3. Reference materials describing the research or creative accomplishments (i.e., attach reprints, critical reviews, photographs, or other appropriate materials. Submit these materials via hard copy if they cannot be easily provided electronically with the nomination package).