

SUNY Chancellor's Awards for Excellence FAQ

Awards: Scholarship and Creative Activities (EISCA)
Librarianship (EIL)
Faculty Service (EIFS)
Teaching (EIT)
Adjunct Teaching (EIAT) ***EIAT now has the same submission date as the other Chancellor Awards**

Eligibility:

- Nominees must be full-time faculty, except EIAT
- Nominees for EISCA, EIFS, EIT and EIAT may be tenured/tenure-track or non-tenure track faculty, including Lecturer
- Nominees (except EIAT) must have completed 3 years of full-time appointment within the previous 5 years (years do not need to be consecutive) at the nominating campus prior to the nomination year
- Faculty holding Distinguished Ranks may not be nominated for an Excellence Award
- Recipients of an Excellence Award may not be nominated for an Excellence Award in another category within a 5-year interval
- Individuals holding academic appointments preceded by a 'visiting' designation are ineligible
- Individuals should not be nominated for promotion to Distinguished Rank and Excellence Award in the same academic year
- Posthumous nominations are ineligible

Additional Requirements:

- **EISCA:** scholarship (research in the sciences, social sciences and humanities) must be excellent and sustained; Creative Productivity (generally the fine or performing arts) record of excellence as appropriate for the field/discipline
- **EIL:** candidate must possess an ALA-accredited Master of Library Science (MLS), a Master's degree or equivalent
- **EIFS:** the service must exceed the work considered part of the candidate's basic professional obligation; must include service beyond what the faculty is normally compensated for; and must extend over multiple years. Candidates must carry a full-time teaching load.
- **EIT:** primary criterion is skill in teaching. Additionally, teaching impact, teaching techniques and representative material, scholarship and professional growth, student services, academic standards and requirements, and student performance evaluation will be assessed when selecting nominees.
- **EIAT:** primary criterion is teaching skill, additionally, outstanding service to students, SUNY and the campus.

Submission requirements:

Dossier must include all items in the following order:

- Transmittal Letter*
- Nomination Procedures*
- Summary Presentation Cover Sheet
- Candidate Summary– the primary documentation available for members at the System-level review; must address how the candidate excels in each criterion.
- Dean's Letter & Evaluative Letters
 - EISCA – 3 disinterested external letters minimum and 1 internal letter
 - EIT, EIAT & EIFS – 4 letters minimum, using internal and external evaluators as appropriate to nature of teaching or service.
- Nominee's Current CV dated on 1st page

Deadline: **November 1**

Submission: PDF nomination submitted via UBbox with email to [OFA](#) + 1 copy mailed/delivered to OFA.

* prepared by the President's Office; no action needed by unit