

CALS Faculty Association “Ut Prosim” Excellence in Service Award

Each year, the CALS Faculty Association (CALSFA) will recognize a faculty member that has demonstrated excellence in service to their unit, CALS, and Virginia Tech.

Eligibility

Full-time tenured/tenure track, non-tenure track, and administrative & professional faculty members whose primary affiliation is within CALS.

Nomination Process

Each unit within CALS will have the opportunity to nominate one individual per year. Nominations will be solicited by CALSFA, with **applications due by June 1st**. Nomination packets and any questions should be submitted via email to CALSFA Vice-President John Galbraith (john.galbraith@vt.edu).

Nominations will be considered for two years. Nominees may reapply if not selected during this two-year period.

The nomination will consist of:

- 1) A short nomination letter from the unit leader or other unit member that details why the nominee is deserving of the Faculty Excellence in Service Award. The nomination letter should speak to the impact of the service provided by the nominee.
- 2) A one-page bulleted list of all relevant service that the nominee has provided over the previous three years to their unit, CALS, and Virginia Tech. Prior service may be mentioned following the list.

Nominees will be evaluated based on the following criteria:

- Number of service opportunities undertaken (20%)
- Breadth of nominee service across unit, college, and university opportunities (20%)
- Level of commitment required by the service opportunities undertaken (20%)
- How well the service demonstrates the spirit of *Ut Prosim* (20%)
- Other information conveyed in the nomination letter (20%)

Evaluation Process and Award

The nominations will be reviewed and voted on by the CALSFA officers and by the award recipient from the prior year. The winning nominee will receive recognition at the CALS annual picnic, a commemorative Faculty Excellence in Service Award plaque, and a monetary award of \$1,000 that is supported by the CALSFA and the Dean's office.