Guidelines for the MSU Alumni Association Emerging Scholar Awards 2013

Introduction

The MSU Alumni Association Emerging Scholar Award is intended to give special recognition for superior research, scholarly, or creative work conducted by Murray State University faculty members who are in the early phase of their careers and who show professional promise. Significant achievements associated with the nominee's work should have been realized while the nominee has held a faculty position at the University. **Two prizes will be awarded: one in the area of science, technology and mathematics, the second in the area of the arts, literature, humanities, and social sciences.**

Award

The award is in the amount of $500, and the recipients' names will be engraved on the MSU Alumni Association Emerging Scholar Award plaque located in the Murray State University Alumni Center.

Eligibility

Faculty holding a full-time tenure-track appointment and having no more than five years of academic experience in a tenure-track position are eligible for the Emerging Scholar Award. Once a faculty member has won the award, he/she will be ineligible for a second award for one year. A second nomination must be based solely on work completed after an earlier award.

Nominations

Colleagues, collaborators, departments, schools/colleges, or recognized campus organizations may nominate faculty for the award. The nomination form is available on the Research Policy Committee web page.

http://www.murraystate.edu/Libraries/Academic_Affairs_Documents/EmergingScholarNomination.sflb.ashx

The nomination form should be sent by the nominator to Research Policy Committee, c/o Office of Sponsored Programs, 328 Wells Hall, and will include the following information:

- Full name of nominee.
- Nominee's current position.
- Brief justification of why the nominee should receive the award.

- Name and signature of nominator.

Important Dates

- **February 4, 2013:** Nomination forms due to: Chair, Research Policy Committee, c/o Office of Sponsored Programs, 328 Wells Hall.
- **February 11, 2013**: Deadline for nominees to send a current vita electronically (MS WORD format preferred) to the RPC Chair at deaton@murraystate.edu.
- **March 8, 2013**: Deadline for top three nominees, identified by the committee, to submit complete application packages to: Research Policy Committee Emerging Scholar Award, c/o Office of Sponsored Programs, 328 Wells Hall.

Materials Requested from Nominees

Upon being notified of their nomination, nominees should submit the following:

- **Current Vita** – The vita should include the nominee's education and employment history, a list of papers presented, awards, research or scholarly manuscripts published (complete citation including author[s], title, journal, year, volume, and pages), research grants and/or other means of support such as fellowships, summer positions related to research, scholarly, or creative work, etc.

The Research Policy Committee will screen the CVs of all nominated individuals and invite selected nominees to submit full application packages. These nominees will submit a full application package (printed copies) to the Office of Sponsored Programs consisting of the following:

- **Sample Reprints**. Include reprints or copies of published materials, as well as items that are in press or accepted for publication. It is not necessary to submit copies of all publications, rather submit a sample of best work.

- **Research Summary**. The summary should contain a brief description(s), UNDERSTANDABLE TO THE LAY READER, of the completed research project(s) highlighting the significance of the research. The format of this section is flexible with the main limitation being length—NOT MORE THAN TEN (10) PAGES. The nominee may wish to use this section to describe the development of his/her research over the course of his/her career. Also, the prestige (impact factor or rejection rate) of journals in which the nominee has published may be noted or the amount of effort or time

devoted to certain projects may be indicated. Similarly, information related to the impact of the research (e.g., citations, applications, reprint requests, etc.) can also be included in this section.

• **Letters of Support**. The nominees should have THREE letters of support sent to the address below (before the **March 8** deadline). The committee encourages the nominees to request at least ONE of the letters from an individual external to Murray State University. All of the letters should be from individuals well acquainted with the nominee's research, qualifications and accomplishments. The letters should also address the broad impact and significance of the nominee's research and be understandable to the lay reader. Letters should be addressed to:

Chair, Research Policy Committee
c/o Office of Sponsored Programs
328 Wells Hall
Murray State University
Murray, KY 42071-3318

Selection of Emerging Scholar

The Research Policy Committee will review the application packages and recommend an individual to be the recipient of the Emerging Scholar Award to the MSU Alumni Association and the Provost. The award recipient will be announced at the annual Faculty Recognition Banquet in April.

Modified 1/2013