




The John Knoblock
Faculty Senate Office
Ashe Administration Building, #325
1252 Memorial Drive
Coral Gables, FL 33146

facsen@miami.edu
web site: www.miami.edu/fs
P: 305-284-3721
F: 305-284-5515

MEMORANDUM

To: Julio Frenk
University President

From: Tomás A. Salerno
Chair, Faculty Senate 

Date: August 31, 2018

Subject: Faculty Senate Legislation #2018-01 (D) – Revise the *Faculty Manual* Sections C19.1, C19.2, and C19.3 in Section C19, Faculty Senate Awards.

The Faculty Senate, at its August 29, 2018 meeting, approved by majority with one abstention, the proposal to revise *Faculty Manual* Sections C19.1, C19.2, and C19.3 in Section C19, Faculty Senate Awards. Currently, the *Faculty Manual* specifies the submission process and materials required for the three Faculty Senate Awards: James W. McLamore Outstanding Service Award, Distinguished Faculty Scholar Award, and Outstanding Teaching Award. In order to make all the sections congruent, and align the award's selection process with the character qualities that the University of Miami continues to embrace and foster, as well as the continued pursuit of excellence in every domain, the following are proposed changes to the *Faculty Manual* Section C19 Faculty Senate Awards.

Proposed revisions in ~~Strikeout~~ / underline format:

BEGIN TEXT

C19 Faculty Senate Awards¹

Exceptional teaching, scholarship and service have long been recognized as the three primary foundations of an outstanding university. The Senate has established three special annual awards explained in greater detail below, to recognize and foster excellence. Each of the awards has its own criteria, but a common requirement is good character. The awards are presented at a ceremony in the spring semester, followed by a reception.

C19.1, James W. McLamore Outstanding Service Award

On the occasion of the twenty-fifth anniversary of the Faculty Charter, the Faculty Senate established an annual award to recognize service above and beyond the call of duty by a member of the University Community.

¹ [#2003-08\(B\)](#)

Members of the faculty will be invited annually to nominate persons for this award. The awardee will be selected by the Faculty Senate after considering the recommendation of the General Welfare Committee.

Each nomination will require a) the curriculum vitae of the nominee; b) a letter giving the details of the nominee's activities that demonstrate "service above and beyond the call of duty"; and c) three support letters from people who know the contributions of the nominee that make him/her worthy of the award.

~~The Senate will host a special ceremony at which the award will be presented. The ceremony will be followed by a reception.~~^{266F²}

At the awards ceremony, the recipient will be invited to make brief remarks.

Visit https://fs.miami.edu/_assets/pdf/facultysenate/Documents/Awards/McLamorelist-web.pdf to view a list of the past awardees.

C19.2, Distinguished Faculty Scholar Award

On the occasion of the twenty-fifth anniversary of the Faculty Charter, the Faculty Senate established an annual award to recognize outstanding contributions to scholarship by individual faculty members at the University of Miami. The award is given to acknowledge either a single outstanding scholarly achievement or a lifetime of distinguished accomplishment in any area of research or creative activity.

Members of the faculty will be invited annually to nominate colleagues for the award. The nominations will be reviewed by a special Nominating Committee consisting of the last five awardees and the Provost and Faculty Senate Chair serving as *ex-officio* non-voting members. If for any reason, a previous awardee cannot complete their term as a member of the special Nominating Committee, the Senate Chair may appoint a previous awardee as a replacement. The Committee will report and make a recommendation* to the Senate for selection.

For each nomination received the Committee will require a) the curriculum vitae of the faculty member; b) a short statement describing the contribution that occasions the nomination; and c) the names and addresses of four persons of eminence in the field who can comment on the achievements of the nominee.

~~The Senate will host a special meeting for all members of the faculty at which the award will be presented. The awardee will present a report on their research at this meeting. The meeting will be followed by a reception.~~

At the awards ceremony, the awardee will present a report on their research.

Visit https://fs.miami.edu/_assets/pdf/facultysenate/Documents/Awards/DFSAlist-web.pdf to view a list of the past awardees.

² ~~#2006-14(D)~~

C19.3, Outstanding Teaching Award³

The Faculty Senate established this annual award to recognize a distinguished record of teaching by individual faculty members at the University of Miami. The award is given to acknowledge either small setting teaching (e.g., clinical, field classes, or workshops) or large setting teaching (e.g., regular lectures).

Members of the full-time faculty will be invited each fall to nominate any member of the full-time faculty for this award. Other members of the University Community may recommend a candidate for this award through a member of the full-time faculty. A committee consisting of the last five awardees, together with the Provost and Faculty Senate Chair serving as *ex-officio* non-voting members, will review the nominations. If for any reason, a previous awardee cannot complete their term as a member of the Nominating Committee, the Senate Chair may appoint a previous awardee as a replacement. The Committee will report and make a recommendation* to the Senate for selection.

For each nomination received, the Committee will require a) a brief letter of nomination from the nominator regarding the candidate's qualifications for the award; b) a current academic curriculum vitae in standard professional format; c) a completed "Faculty Senate Outstanding Teaching Award Nomination Form."

The Committee will review the nominations and select a set of finalists. Each finalist's nominator will be asked to submit student evaluations of courses taught within the past five years and four letters from colleagues or alumni describing the contributions that make the nominee worthy of this teaching award. The Committee may ask the nominators for additional information, including examples of the nominee's teaching materials, if necessary. Nominators may work with members of the University Community to assemble materials such as student evaluations and letters from other members of the University Community including alumni. If possible, nominees should not be told they are finalists. The awardee should have a substantial record of teaching students of the University of Miami and will ordinarily be a member of the Regular Faculty.⁴

~~The Senate will host a special ceremony for all members of the faculty at which the award will be presented. The ceremony will be followed by a reception.~~

At the awards ceremony, the recipient will be invited to make brief remarks.

Visit <https://fs.miami.edu/assets/pdf/facultysenate/Documents/Awards/chargeOTA.pdf> to view a list of the past awardees.

*The names of the nominees should not be revealed, but the following information should be included in the report to the General Welfare Committee and the Senate: the number of new nominations received; the number of nominations from previous years that were reconsidered;

³ [#2005-07\(D\)](#)

⁴ [#2008-26\(D\)](#)

the affiliation (Department, School, or discipline, as appropriate) of the nominees to whom serious consideration was given; the name of the recommended recipient; and a short summary of the individual's credentials.

END TEXT

This legislation is sent to you for your information and will become effective immediately.

TAS/rh

cc: Jeffrey Duerk, Executive Vice President and Provost
All Academic Deans