

College of Human Ecology, Kansas State University

**DAWLEY-SCHOLER AWARD FOR
FACULTY EXCELLENCE IN STUDENT DEVELOPMENT**

Nomination and Selection Procedure

Edited 2009; March 7, 2014; Dec. 17, 2014; May 15, 2015

Purpose:

This award recognizes and rewards outstanding achievement in the area of student development resulting in the personal, professional, educational growth of one or more undergraduate and/or graduate students.

The Award:

- The award is a certificate and \$2,500 from the College of Human Ecology Foundation funds.
- The intent is to make one award annually, provided there is a qualified candidate.
- The award will be presented at a College of Human Ecology spring semester all-college meeting or at the faculty forum in the fall.
- The name of the recipient and reasons for selection will be sent to media outlets, and to appropriate national publications in the recipient's discipline.

Criteria:

Nominations will recognize a candidate who demonstrates an observable commitment to an endeavor outside the sphere of self-interest as well as concern and compassion in the following ways:

- Goes "above and beyond" the regular duties as defined by his/her position.
- Recognizes students as individuals; emphasizes the importance of personal goals.
- Demonstrates a caring attitude toward students.
- Fosters and encourages personal growth.
- Challenges students to achieve beyond their expectations.
- Shows sensitivity to cultural, racial, and ethnic diversity.
- Demonstrates accessibility to students.
- Assists students in monitoring and evaluating their educational and professional progress.
- Develops mentoring relationships.
- Challenges students to reach their potential.

Eligibility:

1. Any permanent faculty member or administrator with an appointment in the College of Human Ecology is eligible to receive this award.
2. An individual may receive the award more than once, but not consecutively.

Nomination Forms:

An announcement letter plus nomination forms will be sent to all faculty in the College.

Procedure:

1. A current or former student, faculty member, or an administrator may make nominations. (Faculty members may not nominate themselves.)
2. The nomination process will proceed as follows:
 - A. The nominator submits the completed nomination form electronically by the due date.
 - B. The nominee must follow the award guidelines in order for the committee to consider his or her application. Nominees will be notified and will be given instructions to electronically submit application materials to the designated KSOL/Canvas website. The following application materials are to be incorporated into one pdf file and be submitted by the due date:
 - A statement of his/her philosophy of student development or the faculty-student experience, including any ongoing mentoring relationships. (Limit length to one page typed.)
 - The nominee is to identify three people willing to complete and submit an electronic supporting form rating the candidate. If the individuals are former students or colleagues, the nominee sends the support form to these individuals and asks them to send their completed form to the designated Faculty Affairs Committee member so the member can upload the form to the KSOL/Canvas website. The nominee may follow up with them to ask if they have uploaded their forms by the due date. Nominees are not to see or receive the forms. If any of the individuals are current students, the nominee will provide the student's name and email address to the designated Faculty Affairs Committee member so the member can contact the student(s) to ask them to complete the support form on behalf of the nominee. Current students who prepare support forms are to send them to designated Faculty Affairs Committee member for posting to the KSOL/Canvas website.
 - Do not submit any additional documentation.
3. The Review Committee will consist of the voting members of the Faculty Affairs Committee. Members nominated for the award will not serve on the Review Committee. Faculty on the committee who provide a support form for a nominee may not vote for applicants of this award. School Director/Department Heads who serve on the Faculty Affairs Committee may discuss the nominees' applications but will not vote.
4. Each member of the Review Committee will evaluate materials submitted by/on behalf of each nominee. The members will discuss the nominees and recommend one for the award.
5. Following the committee's evaluation of the nominees, the chair of the Faculty Affairs Committee will submit a written recommendation to the Dean of the College of Human

Ecology. The Dean will notify the award recipient and the candidates who did not receive the award before announcing the award to the faculty, staff, and students.