

COLLEGE OF LIBERAL ARTS FACULTY DIVERSITY AWARD NOMINATION

Nomination Guidelines and Processes

Nominations may be submitted by faculty or staff members of the College of Liberal Arts at Cal Poly via the appropriate department chair.

Award nominations must be submitted electronically by the appropriate department chair via email to Lynne Ricard (lriscard@calpoly.edu). The nomination must include the relevant CLA nomination cover sheet, and the entire nomination packet should be sent as a single file in Word or PDF format.

The electronic nomination file should be named in the following manner:

NOMINEELASTNAME_AWARDNAME . Materials in the single file should be organized in the following order:

1. CLA nomination cover sheet
2. Nomination letter
3. Nominee's curriculum vitae/resumé

Faculty members may win this award only once. Questions regarding award criteria and eligibility, as well as the nomination process may be directed to Doug Epperson (dleppers@calpoly.edu) or 805-756-2706.

(see next page)

Nominee:

Department:

Current Title/Rank:

Date hired to work at Cal Poly:

Degree(s)—include institution(s), discipline(s), and year(s):

Nominators are encouraged to review the award descriptions and carefully consider the criteria for each award (see below) when submitting nominations. All nominations will remain confidential. Feedback will be available upon request.

Nominator:

Title and Department:

Office Address, Phone #, & E-mail:

Signature & Date:

Chair's endorsement:

Signature & Date:

Attach to this cover sheet the following supporting documents:

- **Nomination Statement (limited to 3 pages)**

Begin with a statement of no more than three pages describing why this person deserves the award. Cite specific examples of relevant accomplishments in diversity teaching, research and/or service and leadership in the department, college, university, discipline, and/or community.

- **Nominee's Curriculum Vitae**

- **Additional Evidence (optional)**

Please note that nominees are not served well in the evaluation process by the submission of a large body of undigested material.

Award Criteria

Description: This award recognizes a CLA faculty member who has demonstrated outstanding effort toward furthering the college's commitment to diversity and inclusivity in teaching, research, and/or service.

Eligibility: Any tenure-track faculty member, or any lecturer who teaches a minimum of four (4) CLA classes per academic year at Cal Poly.

Criteria: Evidence of an established history of demonstrated outstanding effort toward furthering the CLA's commitment to diversity and inclusivity in teaching, research, and/or service.