

2006 – 2007
ANNUAL REPORT
FACULTY SENATE STUDENT AND FACULTY HONORS COMMITTEE

- I. Committee Membership
- II. Faculty Senate Administrative Assistant
- III. Evaluation of Proposed Awards for Honors Day Booklet
 - a. Required Criteria
 - b. Awards Proposed by the College of Health Sciences
 - c. Awards Proposed by the College of Engineering
 - d. Awards Proposed by the Arts and Sciences
 - e. Awards Proposed by the College of Business and Economics
- IV. Revised Wording of Excellence-in-Teaching Nomination Forms
- V. Solicitation of Nominations for Awards
 - a. Problems with Email Solicitations
 - b. FaceBook Flyer Advertisements
 - c. Suggestions for Increasing the Number of Nominations
 - d. Nominations by Alumni
 - f. Inquiries Regarding Eligibility of Individuals
 - f. Number of Nominations
- VI. Award Winners
- VII. Francis Alison Award
 - a. Overview of Submissions
 - b. Clarification of Notification Process
 - c. Revision of Guidelines for Submitted Dossiers
 - d. Proposed Evaluation Rubric
- VIII. MIS Student Project
- IX. Agenda Items for the 2007-2008 term
 - a. Meeting Dates
 - b. Agenda Items
- X. Acknowledgement

**2006 – 2007
ANNUAL REPORT
FACULTY SENATE STUDENT AND FACULTY HONORS COMMITTEE**

I. Committee Membership

The following members comprised the 2006 – 2007 Faculty Senate Honors and Awards Committee (FSHAC):

Rhonda Aull Hyde, College of Agriculture and Natural Resources (Chair)
Mohsen Badiey, College of Marine and Earth Studies
Aparna Bagdi, College of Human Services, Education and Public Policy
Robert Davis, Office of Development and Alumni Relations
Heidi Kaufman, College of Arts and Sciences
Katharine Kerrane, University Honors Program
Dennis Mertz, College of Engineering
Matthew Robinson, College of Health, Nutrition and Exercise Sciences
Zachary Schafer, Undergraduate Student Representative
John Stabley, Graduate Student Representative
Jonathan Urick, Undergraduate Student Representative
Diane Wright, College of Business and Economics

In late summer of 2006, Rhonda Hyde requested of Karren Helsel-Spry the names of the 2006-2007 Committee members. Initially, incorrect names were provided; names were provided of past Committee members whose term had expired. The Committee Chair sought clarification on who was an outgoing member and who was not an outgoing member. The Chair contacted prior members herself seeking clarification. Four months were required to obtain a sitting Committee that met all pre-stated criteria for composition of Committee membership. John Stabley, an undergraduate student representative during the 2005–2006 year, agreed to sit on the Committee during the 2006-2007 term. However, he never attended a single meeting.

II. Faculty Senate Administrative Assistant

At the September meeting, the Committee requested that Karren Helsel-Spry be asked to attend each meeting to take minutes and assist committee members with basic tasks. The Committee Chair relayed this request to the President of the Faculty Senate, Dallas Hoover. Dallas Hoover declined the request citing that Ms. Helsel-Spry already supports six other very busy Faculty Senate committees and that our request may overtax her.

III. Evaluation of Proposed Awards for Honors Day Booklet

Required Criteria

All proposed awards submitted to the Committee had to comply with at least one of the following three criteria: (1) Be a newly endowed scholarship with a minimum of \$25,000, (2) be an expendable scholarship or award with a minimum of \$1,000 annually for at least five years or (3) be an award or honor currently grandfathered (as determined by the Committee).

Awards Proposed by the College of Health Sciences

1. Frances M. Cahn Memorial Nursing Award -- approved upon recommended revisions
2. Jeanne K. Buxbaum Scholarship - approved upon recommended revisions
3. Dean's Award for Outstanding Service - not approved (award amount did not qualify)
4. Dean's Award for Excellence in Graduate Research - not approved (award amount did not qualify)
5. College of Health Sciences Visiting Committee Award for Excellence in Research - not approved (awardee is a faculty member)

Awards Proposed by the College of Engineering

1. Walter L. and David P. Hernson Civil Engineering Scholarship - approved
2. George Fish Scholarship – not approved because did not qualify
3. Schipper Undergraduate Chemical Engineering Scholarship – approved
4. John L. and Patricia Sieman Anderson Endowed Scholarship Fund – approved after revisions
5. The Terry F. Neimeyer Scholarship – approved after revisions
6. The Donald R. McCoy Memorial Scholarship – approved after revisions
7. Jim Laser Scholarship – approved after revisions
8. Lillian Sincoskie Scholarship – approved after revisions
9. Bendett Fellowship - approved

Awards Proposed by the College of Arts and Science

1. Trofimenko Memorial Prize - not approved because the award amount did not qualify
2. Wallace H. McCurdy, Jr. Undergraduate Award in Analytical Chemistry - approved – award already existed – Committee approved the renaming of the existing award

Awards Proposed by the College of Business and Economics

1. Alan and Darlene Cohn Family Scholarship - withdrawn
2. Southern Delaware Valley Chapter of APICS: The Educational Society for Resource Management Operations Management Scholarship - withdrawn

IV. Revised Wording of Excellence-in-Teaching Nomination Forms

In an effort to obtain more complete and more thorough responses to questions on the Excellence-in-Teaching nomination forms, the Committee undertook a revision of this form. Several questions were revised so as to require the nominator to provide specific examples regarding the degree of rigor of the nominee's course(s) and the degree to which the nominee can facilitate understanding of course content. Nominators were also asked to give specific examples as to how the nominee had a positive and lasting impact on students. A closed-ended question of check-off boxes was added to the nomination form that asked the nominator to indicate those factors that motivated him/her to submit the nomination. One of the check-off option boxes was "*A request from the nominee to nominate himself/herself*". This question served two purposes: (1) to help the Committee gather information about how to best reach students to encourage them to submit nominations and (2) to determine if a faculty member had directly solicited nominations for himself/herself. This last question required changes in the programming to process the nominations.

V. Solicitation of Nominations for Awards

Problems with Email Solicitations

About 3 weeks prior to the nomination deadline of March 1, email notifications were sent out by the Chair to all students at UD urging them to make nominations. Technical issues with the Chair's email system caused the nomination hyperlink within the email not to function. As a result, the Chair fielded approximately 60 emails from recipients indicating that the link did not work. To quickly resolve the problem, Linda Gottfredson sent out the emails via her email system.

FaceBook Flyer Advertisements

This year, in an effort to reach more students, the Committee purchased FaceBook Flyer advertisements. A FaceBook Flyer advertisement ran for two weeks prior to the nomination deadline. The cost of this two-week ad was \$260. Jonathan Urick and Zachary Schafer (student representatives) originally suggested this venue to solicit nominations. They each were instrumental in researching cost, run options and the layout/design of the ad.

Suggestions for Increasing the Number of Nominations

Student Committee members made the following suggestions for increasing the number of future nominations: (1) Use technology as much as possible (e.g., FaceBook), (2) Provide incentives for nominations such as a raffle, (3) Increase the publicity of the award by running stories of the winners in The Messenger, rotating pictures of winners on UD's home page, putting ads in the review, have a story appear in The Review in February and (4) Use honor groups and societies as a means to contact higher achieving students who may be more likely to make a well written nomination.

Nominations by Alumni

The Committee emphasized that more alumni nominations should be solicited. The Committee Chair contacted the appropriate alumni and IT representatives for verification that all alumni have easy access to the website for submitting nominations. Each UD alumnus can immediately be assigned a UD userid and password that would provide immediate access (with no waiting period for activation of a UD userid) to the nomination submission form. One suggestion from the Committee was to provide a link to the nomination site in the homecoming mailing.

Inquiries Regarding Eligibility of Individuals

During the time in which the Committee was soliciting nominations, the Chair received numerous inquiries regarding the eligibility of various people (e.g., a part-time doctoral student, a basketball coach, an administrative assistant). The Chair responded by reiterating the eligibility requirements for the Excellence-in-Teaching awards and Excellence-in-Advising award. Specifically, to qualify for the Excellence-in-Teaching awards, the nominee must be a full-time faculty member or a full-time graduate student. The Excellence-in-Advising award is given for *undergraduate* advising and not graduate advising.

Number of Nominations

The final number of submitted nominations was as follows. Note: For everyone nominated in the current year, we add in the nominations they received the year before.

	# Nominees in 2007	# Nominations they received in 2007	# Nominations they had	Total number reviewed for
--	--------------------	-------------------------------------	------------------------	---------------------------

			received in 2006	2007 nominees
Excellence in Teaching (faculty & graduate student)	243	376	246	622
Excellence in Advising	47	60	7	67

VI. Award Winners

The Excellence-in-Teaching (Faculty) winners (\$5,000 award) were:

Scott Caplan	Communications
Chika Inoue	Foreign Languages and Literature
Vincent Martin	Foreign Languages and Literature
Jack Puleo	Civil and Environmental Engineering

The Excellence-in-Teaching (Graduate Student) winners (\$1,500 award) were:

Jon Beckham	Mathematics
Joshua Calhoun	English

The Excellence-in-Undergraduate Advising winners (\$2,500 award) were:

Deborah Alvarez	English
James Magee	Political Science
David Smith	Biology

VII. Francis Alison Award

Overview of Submissions

The Committee evaluated the dossiers of six candidates and selected Mark Miller, of Political Science and International Relations, as the 2007 recipient of the Francis Alison Award.

Clarification of Notification Process

The Committee clarified the process for notifying the Alison award winner. The Chair of the Committee notifies the UD President via email. The President notifies the recipient and confirms his/her participation in the award ceremony. Participation in this ceremony is a condition of the receipt. The Chair of the Committee cc's the Director of Public Relations on the email to the UD President so that media outlets of the selection can be notified when the internal notification process is complete.

Revision of Guidelines for Submitted Dossiers

The Committee will request that dossiers adhere to more strict guidelines with respect to format, appearance and organization. The Committee will also underscore to the nominating Departments the importance of having external letters that contain information that is readily discerned by people outside the nominee's area of expertise. The Committee will request that new letters of recommendation not be placed in the same area of the binder as letters from previous years. New letters should be in a separate area in the binder and appropriately labeled as such. The Committee will

also suggest that letter writers be instructed to discuss the implications and/or broader contributions of the research and mentoring described in the letter.

Proposed Evaluation Rubric

Given the proposed change in guidelines described above, the Committee discussed the creation of a qualitative rubric for evaluating the Alison dossiers. Its design would most likely mirror the rubric currently used to assist Committee members in the selection of Excellence-in-Teaching/Advising winners.

VIII. MIS Student Project

A team of MIS students from the College of Business and Economics redesigned the Committee's website and created a calendar of Committee tasks. This group was supervised by Diane Wright, Committee member from the College of Business and Economics. The student group presented the results of their work to the Committee during the final meeting of the year, on May 11, 2006.

IX. Agenda Items and Meeting Dates for the 2007-2008 term

Meeting Dates

Meeting dates for the 2007-2008 term will be as follows:

Sept 14, (Note: later had to be changed to Sept 21)
Oct 12,
Nov 9,
Dec 7,
Jan 11,
Feb 15,
Mar 7 & 14,
Apr 18,
May 9

Meetings will be on Friday mornings from 8:45-10:00, with the exception of the two March meetings, which will begin at 8:00.

Agenda Items

The following items should be on the agenda for the 2007–2008 term. These items are carryover items from the current term:

1. Preparation of revised submission guidelines for the Alison Award, to be distributed with the Call for Nominations,
2. Development of qualitative rubric for evaluation of Alison dossiers,
3. Examination of ways to solicit more Excellence nominations from alumni
4. Change the name of the Excellence-in-Advising award to “Excellence in Advising and Mentoring” award.

X. Acknowledgement

The Committee Chair, Rhonda Hyde, expresses appreciation and gratitude to Linda Gottfredson who essentially served as Acting Chair of this Committee during the months of March and April. Linda also served as an invaluable advisor to the Committee on numerous issues and helped guide the Chair during her term as Chair regarding required timing of tasks. Both this Committee and especially its Chair are grateful for Linda's continued advisement and involvement on this Committee.