



MONTCLAIR STATE UNIVERSITY

Office of the Provost and Vice President for Academic Affairs

Phone: 973-655-4383

TO: Full-Time Faculty

FROM: Dr. Kimberly Hollister, Acting Provost and Vice President of Academic Affairs

DATE: August 5, 2021

RE: FY2022 University Distinguished Scholar Award

I am pleased to announce the FY2022 University Distinguished Scholar Award. The purpose of this award is to recognize a colleague who has developed a distinguished record of scholarly or creative achievement. The award provides twelve (12) credit hours of released time, to be used in a single semester, to pursue a scholarly or creative project that will result in a significant contribution to the field. A single award will be provided during the Spring semester of the 2021-2022 academic year. In collaboration with his/her Chair and Dean, however, the awardee may elect to defer the released time to the 2022-2023 academic year. I encourage all eligible faculty to submit an application for this prestigious award.

If you should decide to apply, the application packet must be submitted via InfoReady by **4:30pm EST on September 27, 2021**. The application consists of a summary of your previous record of scholarly/creative work, a proposal for the use of released time which will result in a significant contribution to your field and a current curriculum vitae. These application materials will be reviewed by your College/School Research Committee. Up to three or a maximum of 25% of the proposals submitted may be forwarded, without ranking, from each College/School to the University Research Committee. College/School Research Committees decide if applications will be forwarded by **October 28, 2021**. The University Research Committee will recommend the names of two candidates deemed worthy of designation as the University Distinguished Scholar to the President in Spring 2022.

The Office of Sponsored Programs will manage the process, but will not be involved in the selection of the award. If you have any questions, please contact Kate Dorsett, Post-Award Officer, at dorsettk@montclair.edu or at extension 6927.

UNIVERSITY DISTINGUISHED SCHOLAR PROGRAM

The purpose of the University Distinguished Scholar Program is to recognize those members of the faculty who have distinguished records of scholarly or creative achievement. An individual identified as a University Distinguished Scholar will receive a grant of twelve (12) credit hours of released time, to be used in a single semester, to pursue scholarly or creative activities of a significant nature. Individuals who have received a sabbatical in the previous three academic years or who have been awarded a sabbatical for academic year 2021-2022 are ineligible for this award.

UNIVERSITY DISTINGUISHED SCHOLAR COMMITTEE

The University Distinguished Scholar Committee will be composed of the Chairs, or their designee, from each of the College/School Research Committees. The Committee will elect a chair from among its members. Terms of office on the Committee will be concurrent with the terms of each member on his/her College/School Research Committee. The Union and Administration shall each appoint a member without vote. The role of the Union Observer is to ensure that the process is in accordance with the terms of the statewide agreement and LSPA. The administrative representative convenes the committee and serves as a liaison for the process.

PROCEDURE

Faculty members may either apply or be nominated for consideration in the University Distinguished Scholar program. In either case, candidates must provide evidence of a substantial record of outstanding scholarly or creative work over a significant period of time and present a proposal for the use of the released time which shows promise of resulting in a significant contribution to the selected field. In making its recommendations, the Committee will consider both:

1. Proposed work
 - Relative importance of scholarship to the individual faculty member, to the college/university, and to the field
 - Whether the proposed project is connected to some larger area of scholarship and builds on previous work in the field
 - How innovative is the proposed project
 - Potential impact of the proposed project to the field
 - How the proposed work will be transformative
2. Past performance
 - How past work connects with the current proposed work
 - Whether the past work demonstrates achievability of the proposed work

Each College/School Research Committee will evaluate materials submitted by faculty members from the College/School(s). Up to three or a maximum of 25% of the proposals submitted may be forwarded, without ranking, from each College/School to the University Research Committee.

The University Distinguished Scholar Committee will review the materials forwarded from the College/School(s) and will also rate the applications using the same criteria. The University Research Committee will recommend to the President the names of two candidates deemed worthy of designation as the University Distinguished Scholar.

In order to standardize their scoring, the University Research Committee will use the rubric below, which contains all of the same language:

	Adequate	Good	Strong	Points Awarded	Maximum Score
Proposed Work	The proposal lacks importance or connection to a larger area of scholarship. It may lack innovation or the potential for impact to the field.	The proposal is moderately important and it is connected to a larger area of scholarship. It is a step forward and it has the potential for impact in the field.	The proposal exceeds expectations and it is strongly connected to a larger area of scholarship. It is highly innovative and it has the clear potential for impact in the field.		3
Past Performance	The faculty member's past work is not connected or is weakly linked to the proposed work. The lack of connection with past work suggests the project is unlikely to be feasible.	The faculty member's past work is connected to the proposed work. The past work indicates that the project is achievable.	The faculty member's past work is deeply connected to the proposed work. The past work marks the faculty member as a potential leader in the field		3
				0	6

The initial University Distinguished Scholar Committee shall develop and disseminate a clear statement of the form in which supporting materials are to be submitted, the procedure for evaluation and the manner in which the University Distinguished Scholars are to report the results of their work to the Committee. When changes in the procedures are deemed necessary, they shall be the responsibility of the outgoing Committee. The guidelines developed by the Committee shall be submitted to the Provost and Vice President for Academic Affairs designee for review consistent with the terms set forth in the LSPA.