

COLLEGE OF EDUCATION & PROFESSIONAL STUDIES

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| OUTSTANDING RESEARCH AWARD |
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Application Instructions

Application Deadline: 4:00 pm May 1 *(or the nearest business day if May 1 falls on a weekend)*

All applications, including supporting materials, must be received **electronically** in the Office of the Associate Dean by the application deadline. Please use this Qualtrics form to submit your application for this award:

https://uwwhitewater.co1.qualtrics.com/jfe/form/SV_4GXDdIUzMJ7Ggck

Notes: Only complete applications will be reviewed by the Faculty & Staff Awards committee

This application is aligned with the university-wide process to recognize outstanding research. Faculty and instructional academic staff with at least three years of full-time experience at UW-Whitewater are eligible to apply for this recognition. Persons previously selected for this award are eligible for consideration again when three years have lapsed since their award conferral.

The name of the person selected by the COEPS Faculty and Staff committee as the college award recipient will be forwarded to the University Faculty/Staff Research Award committee for consideration for the following academic year (*keeping in mind that previous recipients of the University Research Award may not be nominated a second time*). The recipient will also be recognized with presentation of an inscribed award plaque at the COEPS Fall Forum, typically held in mid to late August as part of Welcome Week on campus.

Submission of Application Materials

1. **Statement of application** indicating interest in the award and rationale for why the applicant's work is worthy of recognition (1-page limit)
2. **The nominee's resume of research activities.** The resume should be organized according to the outline below. Items within each category should be listed in reverse chronological order (i.e., most recent work listed first). Activities in progress or results not yet accepted for presentation or publication should not be included.
 - a. Bibliography of professional publications. (Attach photocopies of title pages of publications, and show evidence if publications were refereed)
 - b. Dates, places, and descriptions of professional exhibits and performances. (Attach evidence if exhibits or performances were juried)
 - c. Author(s), titles, meetings, and dates of papers presented at professional meetings
 - d. Principal investigator(s), project titles, funding sources, amounts funded, and project periods for grants received
 - e. Other evidence or previous recognition of research including fellowships, honors, and awards (provide the year of each)
3. **Letters of recommendation from two respected scholars.** Scholars from on or off campus writing letters of recommendation should:
 - a. Include a paragraph outlining their own position in the field.
 - b. Discuss the impact of the nominee's research or artistic work in the field.
 - c. Limit their letters to a maximum of three pages.