Date: January 4, 2006
To: SHRP Faculty and Staff
From: Randa S. Hall, MBA, MSHA
Chair, SHRP Honors and Awards Committee
RE: SHRP Faculty and Staff Awards

On behalf of the SHRP Honors and Awards Committee, we want to ask for your support and participation in seeking nominations for our school-wide awards.

Please find enclosed the instructions, criteria, and forms necessary to nominate persons for the following awards:

A. Faculty Awards:
   ⇒ Joseph F. Volker Award
      ▪ 2004-05 recipient was Dr. Howard Houser, Department of Health Services Administration
   ⇒ SHRP Excellence in Teaching Award
      ▪ First recipient was Dr. Jan A. Rowe, Department of Occupational Therapy
   ⇒ SHRP Excellence in Scholarship Award
      ▪ No nominations submitted first year
   ⇒ SHRP Excellence in Service Award
      ▪ No nominations submitted first year

B. Staff Awards
   ⇒ SHRP Outstanding Employee Award
      ▪ First recipient was Rebecca N. Miller, Department of Physical Therapy

All nominations are due no later than Friday, February 3, 2006 and should be addressed to Randa Hall, Chair of the SHRP Honors and Awards Committee, Webb 514, zip 3361.

These awards and the employee service awards will be presented at the Faculty and Staff Recognition Luncheon which will be held in early March.

If you have any questions, please contact me at 934-3332.
PURPOSE

To acknowledge a faculty member of the School of Health Related Professions who has demonstrated one or more of the following:

- Excellence in and dedication to teaching
- Distinctive research and other scholarly endeavors
- Notable service to the School of Health Related Professions, the University of Alabama at Birmingham, and/or the community-at-large

ELIGIBILITY

- Regular, full-time faculty member of the School of Health Related Professions for at least (3) years

CRITERIA FOR SELECTION

- Excellence in and dedication to teaching, such as:
  - Distinctive teaching skills that are exemplified through fostering critical thinking; clear portrayal of conceptual interrelationships; and articulate, intellectually stimulating presentations
  - Fairness, open-mindedness, and accessibility to students
  - Devotion to guiding students in their individual intellectual development through the pursuit of truth

- Distinctive research and other scholarly endeavors, such as:
  - Accomplishment of original research contributing to advancement of knowledge in a health-related field
  - Publication of scholarly work(s)
  - Service in an editorial capacity for a publication of national repute

- Notable service to the School, UAB, the health professions, and/or the community-at-large, such as:
  - Contributions to the accomplishment of the missions and goals of the School and UAB
  - Contributions to the health professions in general or to the health profession in particular, including national leadership in a professional organization
  - Efforts to improve the health status of people at city, state, regional, national, or international levels
PROCEDURE FOR NOMINATION

Any faculty member of the School may nominate an eligible faculty member by completing and submitting the attached form to the SHRP Honors and Awards Committee, c/o Randa Hall, Webb 514. The deadline for receipt of nominations is Friday, February 3, 2006.

SELECTION COMMITTEE

The SHRP Honors and Awards Committee will review the applications and make the selection for confirmation by the Dean. This Committee is comprised of individuals from each department and SHRP Administration. The representative from each area is appointed by his/her respective Department Chair or Dean. In addition to selecting the recipient of the Volker Award, the Committee also selects recipients of other established school-wide awards.
After naming the nominee, write a concise, informative paragraph concerning ways in which the nominee meets one or more of the selection criteria. The following may be attached to the nomination form:

- Letters of support (1-3 recommended)
- Curriculum vitae (including academic appointments; employment history; and summary of presentations, publications, community service)
- Other supporting documents such as course evaluation summaries, documentation of research, scholarly activity, community service, etc.

NOMINEE______________________________________________________________

EXCELLENCE IN AND DEDICATION TO TEACHING

DISTINCTIVE RESEARCH AND OTHER SCHOLARLY ENDEAVORS

NOTABLE SERVICE TO THE SCHOOL OF HEALTH RELATED PROFESSIONS, UAB, HEALTH PROFESSIONS, AND/OR THE COMMUNITY-AT-LARGE.

Signature of Nominator: ________________________________________________

Date of Submission: _________________________________________________

Submit nomination form and documentation to SHRP Honors and Awards Committee, c/o Randa Hall, Webb 514, no later than Friday, February 3, 2006.
School of Health Related Professions’ Excellence in Teaching Award

NOMINATION FORM

Purpose: To recognize faculty who exhibit excellence and/or leadership in teaching.

Eligibility: Full-time or part-time faculty whose primary appointment is in the School of Health Related Professions and who has been employed in the School for a minimum of one year (full-time) or two years (part-time).

Procedure: Nominations may be made by any full or part-time faculty or staff employed within the School of Health Related Professions. Submit this form with additional documentation no later than February 3, 2006. Documentation should include a statement explaining why this individual is deserving of the award written by the nominating person and other supporting documentation such as, but not limited to:

- Letters of support (up to 3 recommendations)
- Curriculum vitae (including academic appointments; employment history; and summary of presentations, publications, community service)
- Summary of student evaluations for all course assignments from previous 12 months.
- Result of student performance on credentialing examinations.
- Samples of course materials that support excellence in teaching such as manuals, textbooks, or supplementary material developed by teacher, innovative projects/assignments, evidence of providing leadership in developing new courses, designing and/or implementing new teaching methods or technologies
- Other examples listed in the SHRP Promotion and Tenure Guidelines under Teaching Excellence or Leadership.

Selection: The SHRP Honors and Awards Committee will select the recipient based on documentation submitted. The award will be made at the annual SHRP Faculty and Staff Recognition event.

Name of faculty being nominated: ________________________________

Date of SHRP Appointment: ________________________________

Statement explaining why this individual is deserving of the SHRP Excellence in Teaching Award (use additional pages if necessary):

Nominated by: __________________________________________ Phone: __________________________

Date of Submission: ____________________________________________

Submit nomination form and documentation to SHRP Honors and Awards Committee, c/o Randa Hall, Webb 514, no later than Friday, February 3, 2006.
Purpose: To recognize faculty who have made significant scholarly contributions resulting in the advancement of knowledge. Contributions may include but are not limited to funded research, non-funded research, involvement in research process, publications in peer reviewed journals, authorship of book or chapter, presentations at professional meetings, national or international recognition.

Eligibility: Full-time or part-time faculty whose primary appointment is in the School of Health Related Professions and who has been employed within the School for a minimum of one year (full-time) or two years (part-time).

Procedure: Nominations may be made by any full or part-time faculty or staff employed within the School of Health Related Professions. Submit this form with additional documentation no later than February 3, 2006. Documentation should include a statement explaining why this individual is deserving of the award and other supporting documentation such as, but not limited to:

- Letters of support (up to 3) describing scholarly contributions.
- Curriculum vitae (including academic appointments; employment history; and summary of presentations, publications, community service).
- Abstracts of scholarly works.
- Copies of published articles.
- Copies of programs from professional meetings in which nominated faculty presented.
- Awards received for scholarly activities.
- Description of research area which greatly contributes to new knowledge.
- Other examples such as those listed under Scholarship in the SHRP Promotion and Tenure Guidelines.

Selection: The SHRP Honors and Awards Committee will select the recipient based on documentation submitted. The award will be made at the annual SHRP Faculty and Staff Recognition event.

Name of faculty being nominated: ________________________________

Date of SHRP Appointment: __________________

Statement explaining why this individual is deserving of the SHRP Excellence in Scholarship Award (use additional pages if necessary):

Nominated by: ___________________________ Phone: _______________________

Date of Submission: ___________________________

Submit nomination form and documentation to SHRP Honors and Awards Committee, c/o Randa Hall, Webb 514, no later than Friday, February 3, 2006.
School of Health Related Professions’
Excellence in Service Award

NOMINATION FORM

Purpose: To recognize faculty who have made significant contributions to the University, the School, the Department or to the profession. Contributions include but are not limited to projects/position that brings national, state or local recognition to the School, Department, and/or Program; serve as a leader in state or national association or community programs as demonstrated by chairing committees or serving as an officer or board member; receive rewards of recognition for exceptional contributions to the advancement of the profession.

Eligibility: Full-time or part-time faculty whose primary appointment is in the School of Health Related Professions and who has been employed within the School for a minimum of one year (full-time) or two years (part-time).

Procedure: Nominations may be made by any full or part-time faculty or staff employed within the School of Health Related Professions. Submit this form with additional documentation no later than February 3, 2006. Documentation should include a statement explaining why this individual is deserving of the award and other supporting documentation such as, but not limited to:

- Letters of support related to the service/contribution (up to 3 recommendations)
- Curriculum vitae (including academic appointments; employment history; and summary of presentations, publications, community service)
- Detailed description of the service, benefit to the University, School, Department, and/or Program.

Selection: The SHRP Honors and Awards Committee will select the recipient based on documentation submitted. The award will be made at the annual SHRP Faculty and Staff Recognition event.

Name of faculty being nominated: ________________________________

Date of SHRP Appointment: ________________________________

Statement explaining why this individual is deserving of the SHRP Excellence in Service (use additional pages if necessary):

Nominated by: ________________________________

Phone: ________________________________

Date of Submission: ________________________________

Submit nomination form and documentation to SHRP Honors and Awards Committee, c/o Randa Hall, Webb 514, no later than Friday, February 3, 2006.
School of Health Related Professions’
Outstanding Employee

NOMINATION FORM

Purpose: To recognize a non-faculty employee who excels in numerous areas such as but not limited to professionalism, attitude, productivity, efficiency, creativity, communication, competence, etc.

Eligibility: Full-time or part-time regular employee who has been employed within the School for a minimum of one year. Both clerical and instructional staffs are eligible for the award.

Procedure: Nominations may be made by any full or part-time faculty or staff employed within the School of Health Related Professions. Submit this form with additional documentation supporting the non-teaching employee’s nomination. Documentation should include a statement explaining why this individual is deserving of the award and other supporting documentation such as, but not limited to:

- Letters of support (up to 3 recommendations) from faculty, students, alumni, or colleagues stating the specific areas in which the employee excels and providing examples that demonstrate their outstanding performance.
- Samples or descriptions of specific projects that demonstrate creativity, competency, technical expertise, etc.

Selection: The SHRP Honors and Awards Committee will select the recipient based on documentation submitted. The award will be made at the annual SHRP Faculty and Staff Recognition event.

Name of employee being nominated: ______________________________________________________

Date of SHRP Appointment: ______________________

Statement explaining why this individual is deserving of the SHRP Outstanding Employee Award (use additional pages if necessary):

Name of Nominator: _________________________________________

Phone:_____________________

Date of Submission: ________________________________________________

Submit nomination form and documentation to SHRP Honors and Awards Committee, Randa Hall, Webb 514, no later than Friday, February 3, 2006.