

UPEI Faculty Association Merit Award for Outstanding Service

The UPEI Faculty Association Merit Award for Outstanding Service recognizes outstanding (i) participation, (ii) leadership (formal or informal), and (iii) achievement in this pillar of academic life.

For purposes of this award:

- service refers principally to contributions to the University's governance and functioning at the level of the Department, School, Faculty, University, or Faculty Association, and also includes outreach beyond the university;
- service does not refer to professional service contributions which are part of regular duties;
- service which has been remunerated and service for which course release has been provided will not be weighted as heavily as service which has not been similarly acknowledged.

Eligibility: Any member of the Faculty Association is eligible for nomination, excepting current members of the Faculty Association Executive Committee.

Adjudication: Adjudication is by the Faculty Association Merit Award for Outstanding Service Subcommittee. The subcommittee comprises five-seven members broadly representative of Faculty Association membership, appointed by the Faculty Association Executive upon recommendation by the Awards and Scholarships Committee. The subcommittee reports to the Awards and Scholarships Committee.

Nomination process: The Faculty Association Merit Award for Outstanding Service Subcommittee will solicit nominations, due 17 March each year. Nomination may be made by any member, or group of members, of the Faculty Association. Self-nominations are not accepted. A letter of nomination will detail the nominee's history of service, highlighting evidence demonstrating outstanding participation, leadership (formal or informal) and achievement through service; the nominee's CV will accompany the nomination. Up to five letters in support of the nomination, including from persons who are not members of the Faculty Association, may be provided. The nominee is not expected to provide a letter or statement in support of the nomination. The Subcommittee will select no more than one award recipient each year.

Presentation: The award will be presented at the Faculty Recognition Evening, and will include a cash prize and plaque. A citation will be prepared and presented by a member of the Faculty Association Merit Award for Outstanding Service Subcommittee.

Nominations together with supporting documentation should be sent to:

Chair, UPEI Faculty Association Merit Award for Outstanding Service Subcommittee
c/o Faculty Association Office
Room 315, Main Building