Nomination & Selection Process

Initial Nomination

Eligible members of the A-State faculty must be nominated for the Faculty Achievement Awards. Nominations can come from other faculty members, current A-State staff, current students, or even a self-nomination.

Completed Application & Supporting Materials

After a faculty member is nominated, they will receive an email inviting them to complete their application via online form.

College Review and Finalist Submission

After the application completion deadline, the pool of candidates will be gathered by Academic Affairs and submitted to the dean's office of their specific college for review. Each college's approach to selecting finalists may vary, but it is recommended that each college form a selection committee (or hierarchy of selection committees) to **narrow their candidates to one finalist per college, per award**. A representative from each college will complete an online form to submit their finalists for each award along with a recommendation letter from the department chair and dean.

University Faculty Achievement Awards Committee (FAAC)

After the deadline for colleges to submit their finalists, the materials will be forwarded to the members of the University Faculty Achievement Awards Committee. After an appropriate evaluation period, the members of the committee will meet to review and select the winners for each award. The results are confidentially submitted to Academic Affairs in preparation for the Faculty Honors Convocation.

Rules & Regulations

1. Applicants who do not provide supporting documentation by the announced deadline will not be considered for awards.

2. The university committee will require copies of all applications and supporting material in electronic forms. All copies must be legible.

3. It is the responsibility of the department/college selection committees that applications be complete and in proper form and that ineligible information (data outside of January 1 - December 31, 2025 for awards other than the Chancellor’s and Provost’s Medals) be excluded.

4. University FAAC members cannot serve as the chair of FAA college selection committee. However, all college selection committees are highly encouraged to have their University FAAC members involved in the review process for effective communication of award criteria and procedure.

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