Provost’s Award for Outstanding Undergraduate Research Faculty Mentor (2012-2013)

Nominations Due: March 8, 2013

Purpose: To recognize and show appreciation of the undergraduate research and scholarship mentorship efforts of ODU faculty members.

Eligibility: All ODU academic faculty with 0.5 FTE or more appointment.

Award Frequency: Up to one faculty mentor per year.

Award Form and Presentation: Cash award of $1,000 and a certificate, both presented at Faculty Awards Ceremony held at the end of the spring semester.

Nomination: The Provost’s Office asks deans to provide a letter of nomination for a candidate from their respective college which includes a justification for the nomination. One nominee is sought per college. The nominated candidate is asked to submit the following supporting documents, in the following order:

- A summary statement explaining her/his undergraduate research or scholarship mentorship activities. The statement is limited to one page.
- Curriculum Vitae.
- A list of undergraduate students mentored by the nominee, the title of their projects, duration of research/scholarship, and approximate number of hours of research per week conducted by each student.
- List of publications, presentations, exhibitions, and/or performances resulting from undergraduate research or scholarship.
- Two reference letters from peers, at least one from an ODU faculty member. These letters are in addition to the nomination letter by the dean.
- Full name and current contact information for up to three former undergraduate researchers or scholars supervised by the candidate. The selection panel may contact these individuals for additional information.

Selection: The Provost will appoint a panel of five faculty members from across the University to review the nominations and recommend an award winner. The selection process is expected to be completed by the end of March. The panel may choose not to recommend an award if the candidate pool does not meet minimum expectations.

Please send all nomination materials to the Provost’s Office (Koch Hall 222) by the March 8 deadline.