UNIVERSITY SENATE AWARDS GENERAL

CRITERIA & SUPPORTING MATERIALS

(Updated May 2018)

Candidates must have completed 5 years of service with IUP to submit an application. You may not have won the Senate Award in the category you are submitting within the last 5 years. Each candidate must submit a one-page Personal Statement describing his/her qualifications for the Senate award as well as a Vita focusing on the most recent five years electronically. Candidates may only submit in one category per year. Any applications that are not complete will not be considered. Electronic submissions of the entire package will only be accepted. All application packages should also include a Table of Contents for the supporting materials addressed below:

TEACHING: Submit a maximum of three (3) examples in any of the categories below. Applications can and should address as many categories as appropriate, but you should choose only your 3 strongest examples for submission in each category. While the strongest applications are likely to address more than one category, please note that it is not necessary to address every category. Application may be up to 25 pages long plus the two most recent semesters of student evaluations must be included (not included in the 25 page count). Also excludes Vita and Bio from 25 page count.

* Syllabi
* Professional Memberships
* Innovative Teaching Strategies
* Honors/Awards
* Innovative Assessment Strategies
* Letters of Support
* Advisement/Mentoring (Chair or Dean's letters are recommended)

RESEARCH: Submit a maximum of three (3) examples in any of the categories below. Applications can and should address as many categories as appropriate, but you should choose only your 3 strongest examples for submission in each category. While the strongest applications are likely to address more than one category, please note that it is not necessary to address every category. 25 pages maximum. Citations suffice. Also excludes Vita and Bio from 25 page count. Actual published pieces are not required in the application packet.

* Publications (Peer Reviewed, Scholarly, Acceptance Rate)
* Editorships
* Presentations (International, National, Regional, State, Local)
* Grants
* Honors / Awards
* Mentoring
* Letters of Support

SERVICE: Submit a maximum of three (3) examples in any of the categories below. Applications can and should address as many categories as appropriate, but you should choose only your 3 strongest examples for submission in each category. While the strongest applications are likely to address more than one category, please note that it is not necessary to address every category. 25 pages maximum. Also excludes Vita and Bio from 25 page count.

* University-wide
* College
* Department
* Community
* National
* Leadership Roles
* Founder of New Programs
* Honors / Awards
* Letters of Support
* State

CREATIVE ARTS: Submit a maximum of three (3) examples in any of the categories below. Applications can and should address as many categories as appropriate, but you should choose only your 3 strongest examples for submission in each category. While the strongest applications are likely to address more than one category, please note that it is not necessary to address every category. 25 pages maximum. Also excludes Vita and Bio from 25 page count.

* Works
* Exhibitions/Shows
* Honors/ Awards
* External Reviews
* Letters of Support

STAFF SERVICE: Submit a maximum of three (3) examples in any of the categories below. Applications can and should address as many categories as appropriate, but you should choose only your 3 strongest examples for submission in each category. While the strongest applications are likely to address more than one category, please note that it is not necessary to address every category. 25 pages maximum. Also excludes Vita and Bio from 25 page count.

* University-wide
* Department
* Service to Students
* Community
* Collaboration with other staff members and/or faculty
* Leadership Roles
* Founder of New Programs
* Honors / Awards
* Letters of Support

Awards will be given at the committee's discretion. All candidates nominated for awards will be asked to supply the following information electronically by **5:00** pm, Friday February 6**, 2026.**

* A one-page personal statement
* Current Vita/Resume focusing on the most recent 5 years (Plus, a 500 Word Bio) Also excludes Vita and Bio from 25 page count.
* Table of Contents
* Documentation/Supportive Materials (25 pages maximum)

Questions about nominations, forms, and emailed submissions should be directed to Dr. Tim Paul (724) 357-4403 or tpaul@iup.edu.