



## 2020 Research Excellence Awards Application Packet North Carolina Agricultural and Technical State University

### Summary

- The application period for the 2020 N.C. A&T Research Excellence Awards is now open!
- Active research faculty can nominate themselves directly to the Division of Research and Economic Development.
- All applications must be submitted as a single PDF file (Use the “insert page” or “combine file” function in Adobe to combine PDF files). Applications should be emailed to [ksmorgan@ncat.edu](mailto:ksmorgan@ncat.edu). If your file is too large to email, use the free file transfer website [www.wetransfer.com](http://www.wetransfer.com) which allows files up to 2GB, Zip the file, or use SharePoint or Dropbox to share the file. You will receive confirmation when your file is received successfully.

### Important Dates to Remember

- Applications from faculty to the Division of Research and Economic Development to [ksmorgan@ncat.edu](mailto:ksmorgan@ncat.edu) are due **Friday, February 28, 2020 at 5pm EST**. No late applications will be accepted.
- Winners will be notified in March.
- Winners will be honored and receive their awards at the Faculty Excellence Awards Banquet which occurs in the April-May timeframe.

### This Document Contains Information on:

1. Basics
2. Eligibility and Award Descriptions
3. Evaluation Guidelines and Criteria for Research and Creative Productivity
4. Research Awards Committee(s)
5. Procedures for Submission of Applications
6. Complete Application Checklist
7. Awards
8. Applicant Cover Sheet
9. Timetable for Research Excellence Awards Program

### 1. Basics

Each active research faculty member can apply for ONE of the first four categories listed below, plus the Intellectual Property (IP) Award. The award categories are: Senior Researcher of the Year, Outstanding Young Investigator, Rookie of the Year, Interdisciplinary Team Award and Intellectual Property Award. Applications will be judged by the Research Awards Committee(s), whose members are appointed by the Vice Chancellor for Research and Economic Development or his/her designee.

## **2. Eligibility and Award Descriptions**

Up to five University Research Excellence Awards may be given each year. In the event of a tie in any category, recipients will split the monetary award. Criteria for each award are as follows:

### **Senior Researcher of the Year**

Applicants must be N.C. A&T tenured faculty members or non-teaching research scientists currently conducting research and/or creative productivity. They must have been at N.C. A&T for a minimum of three academic years before application. As with the other awards, the judges will base their scores only on work conducted at N.C. A&T. Guidelines: (1) Applicants are currently involved in research and/or creative work; and (2) Previous recipients of the award within the past 10 years (Academic Year 2009-2010 and later) are ineligible. (3) Faculty members who serve as deans or in other senior administrative positions at the college or university level are NOT eligible, however department chairs ARE eligible.

### **Outstanding Young Investigator**

Applicants must be non-tenured, tenure-track faculty members or non-teaching research scientists at N.C. A&T. Guidelines: (1) Applicants are currently involved in research and must show promise of making a significant contribution to their field; (2) Applicants must be in at least their third year of service at N.C. A&T, unless they came to A&T as associate professors, in which case they must be in at least their second year; and (3) Previous recipients of the award are ineligible.

### **Rookie of the Year**

Applicants must be in their second year of appointment as tenure-track Assistant Professors or non-teaching research scientists at N.C. A&T. They must demonstrate outstanding capability and exceptional promise for significant future achievement and potential value to the University.

### **Interdisciplinary Team Award**

This award recognizes research projects that stretch across the traditional boundaries of academic disciplines. Nominated teams must include at least two tenured or tenure-track researchers or non-teaching research scientists from different academic departments. Researchers from at least two departments each must contribute at least 20% of the project's work. The project must have been active during calendar year 2019, and it must have received external funding (commitment from funder must have been received by the Division of Research and Economic Development by December 31, 2019). If the team involves another university, at least one tenured or tenure-track researcher or non-teaching research scientist from N.C. A&T must be included. Evaluation of applicants will be conducted under the appropriate guidelines and criteria listed below, recognizing that not all of the criteria for individual awards are applicable to the work of teams. In addition, the committee may take into account the extent of the interdisciplinary nature of the team (representation from more than a single College for example). Administrators who contributed significantly to the team accomplishments are also eligible to be included as part of the application.

### **Intellectual Property Award**

This award recognizes researchers' work to disseminate, commercialize or publish intellectual property created in the course of their research or creative activity during calendar year 2019. Note that this award covers activity over the *calendar* year, January 1 through December 31, 2019. Applicants must be tenured or tenure-track researchers or non-teaching research scientists at N.C. A&T. Faculty members who serve as deans or in other senior administrative positions at the school/college or university level are not eligible, however department chairs are

eligible, as are past winners.

The criteria used to judge the Intellectual Property Award is different than that for the other four awards. Primary consideration will be given to the number of invention disclosures filed, patents granted and/or technology licenses signed. **These figures, which are not in dispute, will be provided to applicants ahead of time by the Director of Intellectual Property Development.** Additional criteria which applicants need to address in their application are related to entrepreneurial activity based on their inventive ideas, or other IP-related accomplishments that occurred during the calendar year 2019. Activity can include such things as:

1. Forming a start-up company
2. Partnering with small businesses to promote new technologies where the researcher is considered an expert
3. Teaming with others to form or enhance a start-up
4. Obtaining grant funding directly related to developing commercial applications of the researcher's invention or related technology
5. Copyrights in the case of books and other major works (journal articles, book chapters, conference presentations will not be considered)
6. Engaging in innovation activities/efforts

### **3. Evaluation Guidelines and Criteria for Research and Creative Productivity**

Judges will consider work conducted only while the applicant has been a faculty member at N.C. A&T. In the first four awards, the evaluation of research and creative productivity requires consideration of 13 factors and must consider the quality and significance of each contribution. In the case of the Senior Researcher of the Year award, *sustained* research and creative productivity are considered as well. (The fifth award, the Intellectual Property Award, has different criteria, 1-6, explained above in its own section.)

Applicants should address the following factors, 1-13, in that order, in their application:

1. Authorship or co-authorship of peer-reviewed published materials such as journal articles, articles in conference proceedings, monographs, books, book chapters, artistic works, software development, or other professional and technical documents (citations only; full texts of documents are not necessary);
2. Authorship or co-authorship of published materials such as editorially-reviewed articles, articles in conference proceedings, translations, software development, cases, artistic works, or other professional and technical documents (citations only; full texts of documents are not necessary);
3. Citations received for publications;
4. Competitive external or internal grants/contracts related to research and creative productivity;
5. Fiscal and administrative responsibilities, including timely hiring of research assistants and the submission of notices of intent, grant applications, and grant and contract reports on time;
6. Outstanding contribution to the enhancement of the University's research or creative capabilities (facilities and resources, research niche, marketability, relevance, recognition);
7. Outstanding research or creative performance as evidenced by partnerships established internally and externally and by the formation of interdisciplinary teams;
8. Securing intellectual property disclosures and patents/copyrights as results of conducting research and/or creative activities;
9. Production and presentation of radio and television works, films, videos, exhibits,

- performances, or other works related to the scholarly or creative activities;
10. Refereeing, editing, and/or reviewing journal articles, grant proposals, and book manuscripts;
  11. Serving the professional community through such work as organizing conferences, symposia, workshops, and/or performances at the local, regional, national and international level;
  12. Managing or serving as a consultant for exhibitions and performances; and
  13. Other documented research or creative activities such as service to professional societies and receiving external recognition.

As noted earlier, in the case of the Senior Researcher of the Year award, *sustained* research and creative productivity are considered as well.

#### **4. Research Awards Committee(s)**

1. The Research Awards Committee(s) that will evaluate applications and select winners is appointed by the Vice Chancellor for Research and Economic Development or his/her designee. Committees are often comprised of past winners. Past winners who are applying for a new award this year are not selected to judge.

2. The final evaluation of applications will be made by the Research Awards Committee(s). During deliberations, the Committee(s) may request additional supporting materials/ information from applicants.

3. The Research Awards Committee(s) may recommend to the Vice Chancellor for Research and Economic Development one recipient (or, in the event of a tie, two) in each award category. They also may decline to recommend a winner for any award category. The judges' decisions are final.

4. Please be aware that judges are colleagues with expertise in diverse scholarly fields. It is important to explain how each applicant's achievements qualifies as outstanding in the particular discipline represented. (For example, scholarly activity in fine arts may be described and judged in quite different terms from scholarship in physics.)

#### **5. Procedures for Submission of Applications**

Each application should be submitted as a PDF file to [ksmorgan@ncat.edu](mailto:ksmorgan@ncat.edu). Due to N.C. A&T's email file size restrictions, plan ahead! Applicants can use WeTransfer.com, Zip the file, use SharePoint, Dropbox or a similar file sharing application. **The deadline for applications is 5pm EST on Friday, February 28, 2020. No late applications will be accepted.**

#### **6. Complete Application Checklist for All Awards**

1. Application Cover Sheet (form below)
2. A statement from the applicant giving an overview of his/her/their engagement in research and/or creative achievement and the work's relationship to N.C. A&T's research vision. The statement should address: (a) the quality of the work, (b) the scope of influence of the applicant's work nationally and internationally, and (c) the contribution of the work to the advancement of the discipline. *The statement is limited to two single-spaced typed pages using at least 10-point type.*
3. Supporting materials for the evidence of research and creative productivity should be listed by the 13 factors in the Evaluation Guidelines and Criteria (or the six factors for the IP Award).
4. A full career vita. Complete citations must be given for all published works.
5. At least one, but no more than three, external letters of support should be included in the materials submitted for consideration. External letters of support provide reviewers with helpful insights about the contribution of the research or IP accomplishments to the discipline and

society.

## **7. Awards**

Each recipient will be given a monetary award and a plaque. The monetary award is paid-out in a paycheck following the awards banquet.

Senior Researcher of the Year, \$4,000

Outstanding Young Investigator, \$2,000

Rookie of the Year, \$1,000

Intellectual Property Award, \$2,500 (if more than one researcher is involved, the winners will split this amount)

Interdisciplinary Team Award, \$5,000 (to be divided among the members as the PI or team leader feels is appropriate). If the team includes researchers from other institutions, including them in the award is at the discretion of the PI/team leader.

Each recipient will be recognized at the Faculty Excellence Awards Banquet in April or May.

**8. UNIVERSITY RESEARCH EXCELLENCE AWARDS APPLICANT COVER SHEET**

I am applying for the following award:

	Senior Researcher of the Year
	Outstanding Young Investigator
	Rookie of the Year
	Interdisciplinary Team Award
	Intellectual Property Award

PERSONAL INFORMATION				
Last Name:		First Name:		MI:
Department:		# Years at N.C. A&T:		
College/School:		Campus Phone :		
Email Address:				

Make sure your single file PDF application includes the following:

	This Signed Application Cover Sheet		Full Career Vita
	Personal Statement (2 pages maximum)		At least one, and no more than three External Letter(s) of Support
	Evidence of Research Performance (See the 13 factors of the Guidelines and Criteria; please present evidence in that order.)		

Applicant's  
Signature \_\_\_\_\_ Date \_\_\_\_\_

For Interdisciplinary Team Award applications and Intellectual Property Award applications that involve more than one researcher, please provide the team leader's personal information above and list other members of the team on a separate sheet in the application.

**Please submit single PDF file of application package by 5pm EST  
Friday, February 28, 2020 to [ksmorgan@ncat.edu](mailto:ksmorgan@ncat.edu)**