Office of Academic Affairs  
February 25, 2015

To: All PSU Faculty and Staff

From: Sona K. Andrews, Provost and Vice President for Academic Affairs  
Jonathan Fink, Vice President, Research & Strategic Partnerships  
Francoise Aylmer, President/CEO Portland State University Foundation

We are pleased to announce the request for nominations for the following Faculty and Staff Excellence Awards and hope you will give serious consideration to this opportunity to recognize faculty and staff excellence, achievement, and service.

- Branford Price Millar Award (page 2)
- George C. Hoffmann Award (page 3)
- Butler Award for Library Faculty Service (page 4)
- Mary H. Cumpston Award for Service to Students (page 5)
- Research Excellence Awards (page 6)
- Foundation Philanthropic Cultivation Award (page 7)
- Foundation Leadership Award (page 8)

Each award, including their individual eligibility and nomination requirements, is described in detail on the following pages. Please submit nominations, as outlined for each award, by the dates noted below.

- **By third Friday of March (3/20/15), submit nominations via email** in the form of a brief letter and include curriculum vitae for each nominee as follows:
  - Send nominations for the Millar, Hoffmann, Butler, and Cumpston awards to Shelly Chabon in care of: knightc@pdx.edu.
  - Send nominations for the Research Excellence awards to Mark Sytsma in care of: wrigglek@pdx.edu.

- **By third Friday of April (4/17/15), submit complete electronic nomination packets** (per instructions on the individual award sheets (pages 2-6) as follows:
  - Millar, Hoffmann, Butler, and Cumpston award packets to Shelly Chabon, in care of knightc@pdx.edu.
  - Research Awards to Mark Sytsma in care of wrigglek@pdx.edu.
  - Foundation Awards to Kristin Coppola in care of boldrick@pdx.edu.
The Millar Award is given annually to a faculty member in a **tenure-track or tenured appointment** who has demonstrated excellence in the areas of scholarship, instruction, university service, and public service, and whose performance in the area of scholarship and research is judged to be exceptional. The recipient will receive a citation and a $1,500 taxable honorarium.

Branford P. Millar, the second president of Portland State College, did his doctoral work in English literature at Harvard and came to Portland State from Michigan State University. It was during his presidency that the basis was laid for the change to Portland State University by the addition of masters degrees and the first doctoral programs. He was the first to recognize "the values of developing the connections between the College and the community," as Dr. Gordon Dodds pointed out in his history of the University. After leaving the presidency Dr. Millar returned to his scholarly interests and joined the English department, teaching graduate and undergraduate courses in English literature.

The award recipient will be chosen by a selection committee composed of several past recipients of the Millar and Hoffmann awards.

**Instructions and Deadlines**

**Electronic submission of all documents is preferred.** Send to Shelly Chabon in care of knightc@pdx.edu. Alternately, hard copy packets may be sent to Shelly Chabon, Office of Academic Affairs, MCB 650, attention Cathy Knight.

**By third Friday of March,** please make a nomination in the form of a brief email letter, indicating all of the nominators, and attach a current curriculum vita for the nominee.

**By third Friday of April,** please submit the complete nomination packet to include a three to five page narrative presenting the case for nomination along with supportive materials such as: (a) letters from colleagues, students, alumni, etc.; (b) citations of specific scholarly work, teaching accomplishments, university service, and public service.
Portland State University
Faculty Excellence and Achievement Awards

GEORGE C. HOFFMANN AWARD

The Hoffmann Award is given annually to a faculty member in a tenure-track or tenured appointment in recognition of distinguished contributions to the University in the areas of instruction, university service, and scholarship (in that order) which are done in the spirit of humanism, civility, and collegiality with particular dedication to students and loyalty to the University—values especially cherished by George Hoffmann. The recipient will receive a citation and a $1,500 taxable honorarium.

George C. Hoffmann came to Portland State College in 1948 and for many of the 41 years, until his retirement in 1989, served as the Dean of the College of Social Sciences. He was a strong advocate for the liberal arts; and, during times of restructuring due to financial problems, helped to maintain strong traditional programs. Dean Hoffmann was trained as a U.S. historian but had a long-standing interest in the Spanish/U.S. border lands and the history of peninsular Spain. During his career as an administrator he taught every year, and had a deep interest in assuring that students received the academic advising and other support services needed to help them graduate.

The award recipient will be chosen by a selection committee composed of several past recipients of the Hoffmann and Millar awards.

Instructions and Deadlines

Electronic submission of all documents is preferred. Send to Shelly Chabon in care of knightc@pdx.edu. Alternately, hard copy packets may be sent to Shelly Chabon, Office of Academic Affairs, MCB 650, attention Cathy Knight.

By third Friday of March, please make a nomination in the form of a brief email letter, indicating all of the nominators, and attach a current curriculum vita for the nominee.

By third Friday of April, please submit the complete nomination packet to include a three to five page narrative presenting the case for nomination along with supportive materials such as: (a) letters from colleagues, students, alumni, etc.; (b) citations of specific scholarly work, teaching accomplishments, university service, and public service.
BUTLER AWARD FOR LIBRARY FACULTY SERVICE

Professor Emeritus Kenneth W. Butler and his wife, Elsie W. Butler, established a fund to recognize outstanding performance by a member of the Branford P. Millar Library faculty each year. The award recognizes excellence of library service to students, faculty, and other library patrons. All tenure-track or tenured library faculty are eligible to receive the award, except for individuals in purely administrative positions. (Note: Butler Award nominators may be from outside the library.) The guidelines for the award specify that classroom teaching, publications, and service to the University may also be taken into account. The recipient will receive a citation and a $1,500 taxable honorarium.

Professor Butler retired from the faculty of Portland State University in 1987, after 33 years of dedicated service. During that time he helped guide the growth and development of the library in a variety of roles, including two periods during which he was Acting Director. University Librarian Emeritus Tom Pfingsten, said: "Ken Butler epitomizes the highest level of professionalism and excellence in librarianship. It is most fitting that an award bearing his name will recognize these qualities in current and future members of the PSU Library faculty." Elsie Butler, for whom the award is also named, is a retired librarian formerly with the Multnomah County Library.

The award recipient will be chosen by a selection committee composed of a PSU teaching faculty member, an enrolled PSU student, a PSU library emeritus faculty member, and a PSU alumnus not employed by the University.

Instructions and Deadlines

**Electronic submission of all documents is preferred.** Send to Shelly Chabon in care of knightc@pdx.edu. Alternately, hard copy packets may be sent to Shelly Chabon, Office of Academic Affairs, MCB 650, attention Cathy Knight.

**By third Friday of March,** please make a nomination in the form of a brief email letter, indicating all of the nominators, and attach a current curriculum vita for the nominee.

**By third Friday of April,** please submit the complete nomination packet to include a three to five page narrative presenting the case for nomination along with supportive materials such as: (a) letters from colleagues, students, alumni, etc.; (b) citations of specific scholarly work, teaching accomplishments, university service, and public service.
MARY H. CUMPSTON AWARD FOR SERVICE TO STUDENTS

The Mary H. Cumpston Award for Service to Students is given annually to an academic professional or university administrator, without academic rank, who has demonstrated excellence in the area of service to students. The recipient will receive a citation and a $1,500 taxable honorarium.

Mary H. Cumpston was a beloved colleague whose enduring contributions to Portland State University and to the community have enhanced the development and delivery of student services. Mary graduated from Portland State in 1957 and returned to the University after seven years of teaching in Portland Public Schools. She served as director of the PSU Career Center for most of her career until retirement in 1999. During her tenure, she was a tireless student advocate. Her work touched the lives of countless men and women, fostering friendships and creating opportunities for student success in college and beyond. She was known for her ability to bridge the academic and administrative spheres of influence, and was elected presiding officer of Faculty Senate in 1981-82. Her work centered on methods to improve educational access, persistence, and post-graduate professional preparedness. She was known to see the best in everyone and sought ways to help all those with whom she came in contact to achieve full personal and professional potential. Her gift was the ability to identify individual and University needs and to match these needs with creative and effective solutions. Mary embodied the meaning of excellence in service to students and to Portland State University.

The award recipient will be chosen by a selection committee each spring. The recipient will demonstrate excellence in the area of service to students which may include:

1. Accomplishments such as initiatives or exemplary methods that result in sustained or outstanding contributions to student success;
2. Enhancements to the spirit of the University community, such as work that bridges academic, administrative, and student services areas;
3. Generosity in mentoring and support for students and colleagues.

Instructions and Deadlines

Electronic submission of all documents is preferred. Send to Shelly Chabon in care of knightc@pdx.edu. Alternately, hard copy packets may be sent to Shelly Chabon, Office of Academic Affairs, MCB 650, attention Cathy Knight.

By third Friday of March, send email letters of nomination, indicating all the nominators and attach a current curriculum vita of the nominee.

By third Friday of April, please submit the complete nomination packet to include a three to five page narrative presenting the case for nomination along with supportive materials such as: (a) letters from colleagues, students, alumni, etc.; (b) citations of specific scholarly work, teaching accomplishments, university service, and public service.
The PSU Research Excellence Awards were established to recognize the importance to the mission of the University of creating and communicating knowledge. The purpose of the awards is to acknowledge faculty contributions to their field, originality of thought, and career productivity.

**Eligibility and Evaluation of Nominees**
Up to three Research Excellence Awards may be given each year. The Junior Faculty Research Excellence Award is for a tenure-track faculty member at the rank of assistant or associate professor. The Senior Faculty Research Excellence Award is for a faculty member at the rank of professor. The Research Faculty Excellence Award is for a non-tenure track faculty member. Each award includes a $1500 taxable honorarium. No more than one award will ordinarily be made in each category and none need be given in any particular year. No past recipient of an award will be considered eligible for a second award in less than a five-year period. The awards will be based primarily on work done at PSU. The Senior Faculty Research Excellence Award will be made on the basis of the nominee’s research career, with particular emphasis placed on work done in the last five years at PSU. A Review Committee, appointed by the Vice President for Research and Strategic Partnerships (VPRSP), will evaluate all nominees and recommend awardees to the President, Provost, and VPRSP for the final decision on the awards.

**Nominations**
Nominations will be solicited from Deans in the spring in concert with nominations for the other faculty awards (Hoffmann, Millar, etc.). No dean may submit more than three nominations (one for each award). For the purposes of these limits on nominations, candidates with interdisciplinary appointments should be nominated by the college of their locus of tenure.

**Selection criteria**
Nominations should clearly describe how the individual meets the following selection criteria.

- the importance of the individual’s contributions to their field,
- the originality of their work,
- the pattern of the nominee’s research productivity,
- involvement of students in their research, and
- the academic reputation of the journals, publishing houses, exhibitions, and professional presentations in which the candidate’s work has appeared.

Significant external support, when appropriate, will be viewed favorably.

**Instructions and Deadlines**
Electronic submission of all documents is preferred. Send to Mark Sytsma in care of wrigglek@pdx.edu. Alternately, hard copy packets may be sent to Mark Sytsma, Research & Strategic Partnerships, MCB 620, attention Karin Wriggle.

By third Friday of March (3/20/15), send email letters of nomination, indicating all the nominators and attach a current curriculum vita of the nominee.

By third Friday of April (4/17/15), submit the complete nomination packets including a three to five page narrative presenting the case for nomination along with supportive materials such as: (a) letters from colleagues, students, alumni, etc.; (b) citations of specific scholarly work, teaching accomplishments, university service, and public service.
Portland State University Foundation

FACULTY PHILANTHROPIC CULTIVATION AWARD

This Portland State University Foundation award is given annually to a faculty member in recognition of their role as a partner in cultivating philanthropic support for a priority program within their school/college. The recipient will receive a citation and a $1,500 taxable honorarium.

Nominations should clearly describe how the individual meets the selection criteria. Awards will be made on the basis of the following:

- The nominee’s involvement in identifying, prospecting and/or cultivating a prospect resulting in new or deeper relationships with PSU,
- the nominee’s willingness to engage with alumni, community members, or prospective donors,
- the nominee’s partnership and/or collaboration with the PSU Foundation staff and/or Board of Trustees that resulted in a relationship with a prospect or donor,
- the nominee’s identification of a prospect that later resulted in a significant philanthropic gift for a priority program in their College.

The Portland State University Foundation is a private non-profit whose mission is to support PSU in being a leading public research university. We do this by securing philanthropic support, managing the endowment, and building of a culture of philanthropy. This supports benefits faculty, students, programs and centers, research and facilities.

The award recipient will be chosen by a selection committee composed of:

- Two members of the PSU Foundation leadership team
- One member of the PSU Foundation board of trustees
- One member of the PSU Alumni Association board of directors
- The Presiding Officer of the PSU Faculty Senate
- The Presiding Officer-Elect of the PSU Faculty Senate

Instructions and Deadlines

Electronic submission of all documents is preferred. Send to Kristin Coppola in care of boldrick@pdx.edu. Alternately, hard copy packets may be sent to Kristin Coppola, MCB 750, attention Debbie Boldrick.

By third Friday of March, please make a nomination in the form of a brief email letter, indicating all of the nominators, and attach a current curriculum vita for the nominee.

By third Friday of April, please submit the complete nomination packet to include a three page narrative presenting the case for nomination along with supportive materials such as: (a) letters from colleagues, students, alumni, etc.; (b) citations of specific scholarly work, teaching accomplishments, university service, and public service.
Portland State University Foundation

FACULTY PHILANTHROPIC LEADERSHIP AWARD

This Portland State University Foundation award is given annually to a faculty member in recognition of their role as a direct partner in obtaining a significant philanthropic gift. The recipient will receive a citation and a $1,500 taxable honorarium.

Nominations should clearly describe how the individual meets the selection criteria. Awards will be made on the basis of the following:

- The nominee’s involvement in providing information to build a case statement related to a priority need for their College leading to a successful solicitation,
- the nominee’s direct involvement in conceiving a project, writing a proposal, and collaborating with a donor that leads to a successful solicitation for an identified College priority,
- the nominee’s direct involvement in strategizing for or soliciting a significant philanthropic gift relating to a priority program in their College,
- the nominee’s close collaboration with the PSU Foundation staff and/or Board of Trustees resulting in a solicitation that resulted in a significant philanthropic gift to their College for a priority area.

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By third Friday of March, please make a nomination in the form of a brief email letter, indicating all of the nominators, and attach a current curriculum vita for the nominee.

By third Friday of April, please submit the complete nomination packet to include a three page narrative presenting the case for nomination along with supportive materials such as: (a) letters from colleagues, students, alumni, etc.; (b) citations of specific scholarly work, teaching accomplishments, university service, and public service.