CALL FOR ENTRIES
Accepting Nominations for the 2017 President’s Awards for Exemplary Public Engagement

On behalf of Interim President James R. Stellar, Dr. Darrell P. Wheeler, Interim Provost and Vice Provost for Public Engagement, invites nominations for the 2017 President’s Awards for Exemplary Public Engagement. These awards recognize individuals, projects, and programs that have made exceptional contributions to addressing a significant societal need and enhancing public well-being through publicly engaged research, creative activity, teaching, academic study, and/or public service. UAlbany faculty, staff, students, projects, programs, and key external community partners engaged with the University are eligible for award consideration.

The award program seeks to honor those who exemplify the important role UAlbany and its partners play in improving life in our communities locally and around the world; work to develop civic infrastructure and civic responsibility; and combine their strengths, talent and knowledge for greater impact. The University at Albany defines “community” as individuals, groups, and entities, external to the University, including those from the public and private sectors and local to global geography who may share a common place, interest, occupation or profession (non-academic), faith, or situation.

The intent of the award is to acknowledge collaborative efforts and partnerships, particularly those that emphasize two-way, mutual benefits. Thus, each nomination for a UAlbany individual or project/program must also include the names of the primary community individual(s) or organizations/agencies involved so that they can be honored along with the UAlbany nominee. An award to a key external community partner engaged with the University is a separate special recognition of that individual/organization.

NOMINATION ELIGIBILITY

- **Students**: Open to full-time undergraduate and graduate students with a strong academic record

- **UAlbany Faculty, Staff, Projects and Programs**: Open to full- and part-time faculty and staff members, and University projects and programs. Individuals and leaders of projects/programs may nominate themselves or nominate another and submit nomination materials.

- **Key External Community Partners**: UAlbany faculty and staff and/or academic units are invited to nominate a key external community partner (individual or organization/agency) and submit an application on the partner’s behalf.

Please submit the completed nomination form by Friday, February 17, 2017 at 5:00 p.m.
Incomplete nominations or nominations received after the deadline will not be considered.

NOMINATION MATERIALS

- **Nomination cover sheet**—*(Included at the end of this document)* Please note that the nomination cover sheet *must* name the primary partners (individuals or organizations/agencies) to be included in the recognition.

- **Statement of no more than 1,000 words** by the nominated individual or, if the nominee is a project, program or partner, a statement by the appropriate leader. The statement should address the CRITERIA outlined below.

- **CV/resume of the nominee** (UAlbany faculty member, staff member, student, or leader(s) of a program/project; individual community partner or leader of the community partnering organization).

- **Two letters of support** that address the STATEMENT as well as the CRITERIA listed below. Both letters are required in order for a nomination to be eligible for consideration.
  
  a. *For faculty/staff:* Please submit at least one letter of support from a relevant external community partner.

  b. *For students:* Please submit one letter from the chair of your department and one from your external community partner.

- **Optional:** Selected photos and brief supplemental materials. No binders please.

*By Friday, February 17, 2017 at 5:00 pm,* please email the nomination cover sheet, entry form, and all supporting materials to Mary Hunt in the Office for Public Engagement at mhunt@albany.edu.

TIMELINE & SELECTION

**Nominations are due by Friday, February 17, 2017 at 5:00 pm.** Nominations will be reviewed by a selection committee using a rubric based on the CRITERIA below. Award winners will be notified in early 2017.

RECOGNITION

Award winners will be honored during the 2017 President’s Awards for Exemplary Public Engagement Ceremony on Tuesday, April 25, 2017 at the Recital Hall in the University’s Performing Arts Center. Awardees may also be featured in promotional materials and invited to act as ambassadors for UAlbany’s public engagement activities.
CRITERIA

The University is seeking to recognize exemplary publicly engaged work that:

- **Addresses an important societal need and enhances public well-being.** Please provide evidence, when possible, of best practices used in the work.

- **Uses a collaborative or partnership approach** between the University and a community or communities as defined. These relationships ideally will reflect mutual, two-way benefit.

- **Uses practices that build relationships and trust** through such characteristics as mutuality and reciprocity, responsiveness, and respect for partners.

- **Helps build civic infrastructure,** whether at home or abroad.

- **Demonstrates significant community impact, including short and long-term benefits.** This will vary significantly but a few examples are provided: progress towards reducing or preventing disease; improved student success in urban schools; businesses started and jobs created; policy work that has been adopted; improvement in sustainable approaches; and heightened public awareness of critical social issues.

- **Demonstrates a commitment to sustained effort:** Continuity and committed effort over time are highly valued. The awards program will also consider important emerging work with committed plans for sustainability.

ADDITIONAL GUIDANCE

In addition to meeting the CRITERIA above, applicants are provided the following targeted guidance. For detailed definitions, please see the APPENDIX on page 5.

- **For UAlbany Faculty, Staff and Programs/Projects:** The major focus should be on exemplary UAlbany publicly engaged scholarship, research, teaching, or service, or some combination thereof, which makes a significant contribution to enhancing public well-being.

- **For UAlbany Students:** The major focus of this program should be on exemplary work the student has done through UAlbany:

  - Course-connected engagement with an external organization or partner;
  - Research projects involving an external organization or partner;
  - Recognized national or international service programs;
  - Sustained service work with an external organization or partner, applying the student’s knowledge or expertise (often course-connected).

The application may be supplemented with relevant volunteer activities, whether through personal initiatives or University-sponsored clubs/groups to demonstrate
level of commitment. Leadership and other efforts to involve UAlbany students in public engagement are also important. **Note: This award is distinct from other awards at the University that primarily focus on volunteerism.**

- **For Key External Community Partners:** Community partners should be independent external entities that have engaged with UAlbany in some significant way. The focus should be on exemplary work that has been achieved in partnership with UAlbany, enabling the partnering individual or organization to make a significant contribution to enhancing public well-being. **Note: UAlbany sub-units, centers, and other University affiliates should apply as University programs and not as community partners.**
APPENDIX: Working Definitions of Public Engagement Terms

Public Engagement is the collaboration between institutions of higher education and their larger communities—including those of diverse interest, type, and place from local to global—for the mutually beneficial exchange of knowledge and resources in the context of partnership and reciprocity. The purpose of community engagement is the partnership of college and university knowledge and resources with those of the public and private sectors to enrich scholarship, research, and creative activity; enhance curriculum, teaching and learning; prepare educated, engaged citizens; strengthen democratic values and civic responsibility; address critical societal issues; and contribute to the public good. [Note: Public engagement includes varying degrees of involvement from community outreach and service (e.g., an event offered to the public) to full engagement with two-way relationships focusing on addressing a public need or interest (e.g., research working with families to improve educational outcomes for their children.)]

Communities or Publics are individuals, groups, and entities, external to the university, including those from the public and private sectors and local to global geography who may share a common place, interest, affiliation, identity, occupation or profession (non-academic), faith or situation.

Public engagement cuts across research, creative activity, teaching/learning and service. The area of service can entail a wide range of activities—such as in publicly engaged courses for students and varied work for faculty and staff. Some definitions are offered below.

- **Student service through publicly engaged courses or programs** involves educational experiences where students work with or for external communities in mutually beneficial collaborations or activities. Such interactions are intended to deepen students’ knowledge, skills and civic awareness through academic, research, or other types of University credit-bearing learning while addressing community needs and enhancing public well-being. This work could entail direct or indirect service (e.g., assessing community nutrition needs). Often, some or all of this work occurs off campus but the use of technology can facilitate alternate interactions.

- **Faculty and Staff Public/Community Service** is the UAlbany-connected application and provision of professional expertise to address public needs and interests working with external groups for mutual benefit. Activities may entail direct and/or indirect services and range widely from clinical services, technical assistance and expert testimony to running community-oriented programs. There may be varying levels of engagement.

**Community Service and volunteerism** (not course-connected for students, and not UAlbany-connected for faculty and staff) entail various acts of assistance to address community needs, whether on a one-time or regular basis, without financial reward. Such work, however, is not the focus of this award but examples may supplement the nomination to show personal commitment.

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1 Working definitions as of September 30, 2014
The 2017 President’s Awards for Exemplary Public Engagement

NOMINATION COVER SHEET

Step-by-step instructions:

1. Before completing the following nomination cover sheet and entry form, please read the information presented on pages one through four of this document.
2. Print a blank copy of the nomination cover sheet and appropriate entry form.
3. Complete the entire nomination cover sheet and appropriate entry form.
4. Return the completed nomination cover sheet, appropriate entry form, and supporting materials via email to mhunt@albany.edu by 5 p.m. on Friday, February 17, 2017.

ABOUT THE NOMINEE

Nominee type (circle one):

- FACULTY
- STAFF
- STUDENT
- PROJECT/PROGRAM
- COMMUNITY PARTNER

Name of nominee ________________________________________________________________

Primary contact for nominee ______________________________________________________

Contact’s position and title _______________________________________________________

Department/Unit/Organization ____________________________________________________

Phone Number ___________________________ Email _________________________________

Address _________________________________________________________________________

(For students) Current Overall GPA _____________ GPA in major _____________________

(For students) Major __________________________________________________________________

ABOUT THE NOMINATOR

Name of nominator (individual or group) ________________________________________________

What is your affiliation with UAlbany? ________________________________________________

Phone Number ___________________________ Email _________________________________

Additional comments:
ENTRY FORM for UAlbany Faculty, Staff, Students, and Projects/Programs

1. List each PRIMARY external community partner that should be recognized (individuals and/or organizations) and contact info. (Entries without external community partners will not be considered.)

2. List each PRIMARY internal UAlbany partner that should be recognized (individuals, departments, programs, etc.) and contact info. (UAlbany partners are not necessarily required.)

3. Is the work primarily focused on publicly-engaged scholarship, research, teaching, or service (as defined in the Call for Nominations), or some combination of these. (Circle all that apply.)

   RESEARCH    SCHOLARSHIP    TEACHING    SERVICE

4. If service to communities is involved, explain the type of service (as defined in APPENDIX).

5. Is your work a long-term effort with sustained impact? Circle Yes or No.

   If yes, for how long? ________________________________

6. Is your work an emerging initiative with a plan for sustainability and impact? Circle Yes or No

   If yes, for how long? ________________________________

   Additional information:
ENTRY FORM for Key External Community Partners
(Community partners must be nominated by UAlbany faculty, staff, or units/departments)

1. How is the community partner connected to UAlbany? Who is the PRIMARY UAlbany contact for this work? Name any additional key UAlbany partners.

2. List any additional PRIMARY external community partners that should be recognized (individuals and/or organizations) and contact info.

3. Is your work a long-term effort with sustained impact? Circle Yes or No.
   If yes, for how long? ____________________________

   Additional information:

4. Is your work an emerging initiative with a plan for sustainability and impact? Circle Yes or No.
   If yes, for how long? ____________________________

   Additional information: