

# **FACULTY COUNCIL LECTURESHIP AND PRIZE for DISTINGUISHED SERVICE to BOSTON UNIVERSITY**

## **PURPOSE**

This annual award will recognize and honor a faculty member who has demonstrated excellence in service to Boston University.

## **ELIGIBILITY**

All full-time Boston University faculty members, regardless of rank, are eligible to be nominated for the Faculty Council Lectureship and Prize. Service is defined as those non-teaching, non-research contributions to the whole or part of any department, school, college, or unit of Boston University as offered through elected, assigned, or voluntary participation.

## **APPLICATION**

Any member of the Boston University staff or faculty community may nominate a full-time faculty member for the Council Lectureship and Prize. The nomination must be submitted in writing using the downloadable form available from the Faculty Council website.

The application is a multi-step process:

1. Once a nomination is received, the Faculty Council Advisory Committee will contact the nominee to ascertain willingness to proceed with the application. The nominee's assent must be indicated in writing.
2. The nominee submits a one-page narrative detailing their university service and its effect on their membership in the Boston University community.
3. A minimum of three letters of recommendation must be submitted in support of the candidate. After consultation with the candidate, letters are solicited by the Advisory Committee from staff, faculty, administration, and/or students as appropriate.

## **SELECTION**

The Faculty Council Advisory Committee shall be responsible for reviewing nominations for the Faculty Council Lectureship and Prize.

After reviewing narrative statements and all supporting recommendations, the Advisory Committee will invite a short list of finalists to submit a lecture proposal. (Proposal format to indicate a 45 minute lecture followed by a question and answer period.) In addition to reflecting the expertise of the faculty member, lecture topics should appeal and make a contribution to the general intellectual and/or cultural life of the Boston University community.

While extraordinary service to Boston University is the primary criterion for consideration, the successful applicant will also demonstrate commitment to teaching and show evidence of participation in scholarly pursuit. Therefore, at this time a complete CV is also requested.

The Faculty Council Advisory Committee, after review of all lecture proposals, will recommend one award finalist and one alternate to the Chair of Faculty Council. Faculty Council will vote to approve the recommendation of the Advisory Committee, and formally announce the recipient of the Faculty Council Lectureship and Prize.

## **PRESENTATION**

The annual Faculty Council Lectureship will be take place during the last week of February. It will open with formal recognition of the recipient and presentation of the prize; a reception will follow the lecture.

## **DATES AND DEADLINES**

Call for Nominations: Monday September 10, 2012 (*to be adjusted annually*)

Nomination DEADLINE: Monday October 1, 2012(*to be adjusted annually*)

Advisory Committee Recommendation to Chair of Faculty Council: November 1

Faculty Council Vote: November Council meeting

Award Lecture and Reception: end of February (TBD after consultation with University calendar)