

**GUIDELINES FOR THE
OUTSTANDING RESEARCH AND CREATIVE ACTIVITY AWARD
(ORCA)**

DESCRIPTION

Two Outstanding Research and Creative Activity Awards are presented each year in honor of outstanding research or creative activity of national/international significance conducted by individual full-time faculty members at the University of Nebraska. The awards are given for a sustained record of excellent accomplishment in research or creative activity, rather than “meritorious service.”

Only one award may be presented in each of the two following academic areas: Group 1: Arts and Humanities (including Creative and Performing Arts), Business and Social Sciences, and Professional Education; and Group 2: Biological Sciences, Physical Sciences, and Medical Sciences. However, an award need not be made to either group in any given year.

The recipients are honored at an awards ceremony in the spring and are each awarded \$10,000, an award medallion, and a plaque.

ELIGIBILITY

Nominations of full-time faculty members must be for one individual only and not for a couple or team.

A major part of the work on which each nomination is based must have been done while the nominee has served at the University of Nebraska. Each nominee must still be engaged in research or other creative activity at the University to be eligible.

Nominees are eligible for three consecutive years and must be resubmitted by the nominator each year. At the end of three years, a one-year waiting period is required before a nominee is eligible to be nominated again.

In the event of the death of a candidate, eligibility for that deceased candidate will extend only to include the academic year in which he or she died. No eligibility will be carried forward to subsequent years.

COMMITTEE

The Provost selects eight members representing six major academic areas: Arts and Humanities, Business and Social Sciences, Professional Education, Biological Sciences, Physical Sciences, and Medical Sciences from the Graduate Faculty of the University of Nebraska to serve three-year terms on the Awards Selection Committee.

NOMINATION MATERIAL REQUIREMENTS

Nomination materials must be submitted on a CD in .pdf format to the Provost's office by November 16, 2009.

1. Completed nomination form.

2. Letters from the nominator and seconder summarizing and giving specific examples of the nominee's accomplishments in research or creative activity. The letters (each no more than five pages in length) may include any information on the nominee's research or creative activity. The letters should clearly substantiate the national/international significance of the nominee's work, as well as the nominee's continued involvement in research or other creative activity. No faculty member should act as nominator or seconder for more than one nominee. Additional letters of recommendation from within the University should not be solicited.

3. A current curriculum vitae of the nominee.

4. A list of the nominee's most significant publications or other creative works.

Evidence presented for consideration might be publications (preferably refereed), books, invited talks at symposia, shows, honors, awards, and letters of support submitted from outside the University. **One hard copy of representative works should be submitted to the Provost's office.**

One-of-a-kind materials or creative works will be returned to the nominator after the Awards Selection Committee makes its recommendation.

5. Names, addresses, email, and telephone (or FAX) numbers of five peer reviewers

from outside the University of Nebraska system who have been asked by the nominator to provide letters in support of the nomination.

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In addition...

Five letters of support from peer reviewers outside the University of Nebraska system solicited directly by the nominator are necessary to complete the nomination. **These letters are to be sent directly to the Office of the Provost by November 9, 2009. Only peer reviewer letters that are sent directly to the Provost by the referees themselves will be accepted.** The nominator is to share the insert (on back of enclosed ORCA nomination form) entitled "Memorandum to Peer Reviewers" with the peer reviewers, which includes information about the award and guidelines to follow in writing their letters of support. Care should be taken to contact peers outside the United States in ample time so they have sufficient time to send their replies prior to the deadline.

OUTSTANDING RESEARCH AND CREATIVE ACTIVITY AWARD

By November 16, 2009, send nomination materials on a CD in .pdf format to:

**Jeanne Holdren, ORCA Awards Selection Committee
Office of the Provost, University of Nebraska
133 Varner Hall, 3835 Holdrege, Lincoln, NE 68583-0743**