

Knight Foundation School of Computing and Information Sciences (KF-SCIS)
Faculty and Staff Awards Procedures
Approved by KF-SCIS Awards Committee (October 2025)

The purpose of this document is to outline policies and procedures followed by KF-SCIS in determining faculty award recipients.

CEC Faculty and Staff Awards

The College of Engineering and Computing (CEC) offers four awards to faculty every academic year (AY): **Teaching, Research, Service and Mentoring**; in addition to three awards to staff: **Institutional, Strategic and Operational Excellence, Knowledge and Achievement**, and **Service Excellence**. When the office of the dean (CEC) issues the call for nominations, the awards committee or the KFSCIS director forwards the e-mail to the KFSCIS faculty and staff and encourages them, with emphasis on the previous year's KFSCIS award winners, to submit their nominations.

KF-SCIS Faculty and Staff Awards

KF-SCIS also defines several faculty and staff awards, also administered once per academic year (AY). Solicitation of these awards will commence in mid-fall semester, after the CEC student awards are complete. For all categories, the committee reserves the right to select no faculty if there are insufficient faculty rated "Outstanding", or more than the target number as well.

In the beginning of Fall semester, the Director will provide a list of tenure-track and teaching-track faculty members ranked as "Outstanding" in either one aspect or their overall annual evaluations, in addition to the evaluations themselves. The awards committee will evaluate these nominees and make their selection based on award criteria and eligibility, and provide the names to KF-SCIS Administration before the third Monday in November.

Tenure-track (TT) and non-tenure-track (NTT) faculty are eligible for various sets of awards, as outlined in the table below. Adjunct faculty are not eligible.

Award	Target Number	Eligibility	Criteria
Excellence in Research and Creative Activities	2 (both TT) 1 in applied research 1 in basic research	"Outstanding" rating in Research	Grant funding Publications Research Awards (best paper award,etc) and Recognitions Professional contributions
Excellence in Teaching	2 (1 TT, 1 NTT)	"Outstanding" rating in Teaching	Quality of pedagogy Evidence of learning and effective teaching Professional development in higher education Courses taught
Excellence in Advising and Mentorship	1 (TT or NTT)	"Outstanding" overall rating	Quality of advising and mentorship, Advising and mentorship activities and time involved Demonstrated initiative in advising and mentorship Success of mentees Personal development in advising and mentorship
Excellence in Service Award	1 (TT or NTT)	"Outstanding" rating in Service	Service to the department Service to the college Service to university Service to the profession Service to the community
Outstanding TT Faculty	2 (TT) 1 Junior 1 Senior	"Outstanding" overall rating Two years of service to KF-SCIS	KF-SCIS criteria for TT promotion
Outstanding NTT Faculty	2 (NTT) 1 Junior 1 Senior	"Outstanding" overall rating Two years of service to KF-SCIS	KF-SCIS criteria for NTT promotion
Outstanding Staff	1	"Outstanding" overall rating	Recommended by supervisor