

EXCELLENCE IN LIBRARIANSHIP

This award recognizes extraordinary professional achievement in the field of librarianship.

ELIGIBILITY

Academic Background: Candidates must have a full-time appointment as a professional librarian at Stony Brook.

Academic Rank: Candidates may hold any academic rank.

Length of Service: Candidates must have completed at least 3 academic years in a full-time appointment as a librarian at the nominating campus prior to the year of nomination.

Education: Possession of a Master of Library Science degree is required for the Chancellor's Award.

Restrictions:

- Nominations may not be made for persons on sabbatical leave in the fall or spring semester prior to the year of nomination.
- Individuals serving as head of the campus library – or of all the libraries for institutions with multiple libraries – are also ineligible for nomination.
- Individuals holding qualified academic appointments (having the titles of academic rank preceded by the designations “visiting” or other similar designations) may not be nominated.
- Recipients of an Excellence Award may not be nominated for another Excellence Award within a ten-year period; recipients of an Excellence Award may not be re-nominated for an award in the same category.

SELECTION CRITERIA

Nominees need not have a long record of service, but performance must be extraordinary in the following areas:

Skill in Librarianship: There must be positive evidence that the candidate performs superbly in fulfilling his or her librarianship duties. Consideration should be given to the candidate's ability to perform this function in a creative and innovative fashion that is of outstanding quality.

Service to the University and to the Profession: In providing librarianship services, the candidate must be generous with personal time and easily accessible. Successful nominees must be flexible and adapt readily to the needs of the library, the institution, and the constituents served.

Scholarship and Continuing Professional Growth: The candidate must keep abreast of developments in the field and use relevant contemporary data in relation to the work situation. Evidence in this category should include references to publications, membership in professional organizations, attendance at meetings, seminars, etc.

FORMAT OF NOMINATION FILE

1. **Nomination Form** as the first page of the file.
2. **Current and detailed curriculum vitae.**

3. **Supporting statements:** Letters of recommendation from the nominee's supervisors, colleagues and library patrons that attest to the candidate's outstanding accomplishments and skills in the areas of librarianship, service to the University and to the profession, scholarship, and continuing professional growth. All areas must be addressed in at least one letter. No more than 15 letters may be submitted.
4. **Statement from candidate:** This should be a concise statement of the nominee's philosophy of and approach to providing librarian services at Stony Brook.
5. **Summary Presentation:** The file must include, in **ESSAY FORMAT (not letter format, not written in the first person, not signed)**, a summary, **limited to a maximum of 5 pages**, which gives the candidate's most outstanding qualifications and major achievements and addresses *specifically* how the candidate *excels* in each of the award's selection criteria. In addition to being included in the nomination file, the Summary Presentation must be submitted electronically as a WORD document attachment to Regina Funaro (regina.funaro@stonybrook.edu). **IMPORTANT:** After the campus selection committee makes its recommendations to the President, **ONLY THE SUMMARY PRESENTATION** will be submitted to Albany to make the case for the nominee. **Albany does not see the nomination file.**

DEADLINE: November 16, 2006. No nomination files will be accepted after the deadline.

Send the completed Nomination File **plus** 10 additional stapled copies to:

**Selection Committee
Excellence in Librarianship
Administration Building, Room 407
Z-1401**