

## Cornell Distinguished Faculty Award –

This information is available here: [Faculty Handbook Section III](#) Updated 4.12.23

**What is the CDFA?** Each year Rollins bestows the Cornell Distinguished Faculty award to recognize exceptional professional accomplishments in at least two of the faculty's three primary emphases of teaching, research, and service. Because teaching is the first priority at Rollins, it is expected that all awardees will have established a record of excellence in instruction.

**Who is eligible:** With the exception of holders of endowed chairs, all tenured faculty in the College of Liberal Arts are eligible for consideration.

**How long does the faculty member hold the title?** Recipients hold the title of Cornell Distinguished Faculty for three academic years.

- In each year of the award, the Cornell Distinguished Faculty member receives a \$5,000 stipend.
- One can receive a Cornell Distinguished Faculty award no more than twice, only once during a ten-year period, and no more than once in any rank (at the time of the appointment of the award).

**Selection Process.** The selection committee for these awards – proposed by the Dean of the Faculty for approval or amendment by the Faculty Affairs Committee.

The Committee is comprised of five faculty members and an alternate. The alternate member participates in the committee's deliberations when one of the regular members is not available to serve. The committee includes:

- holders of endowed chairs, current Cornell Distinguished Faculty, or former Cornell Distinguished Faculty who are not eligible for the award.
- Term - Each member serves for **two years**, with half the committee rotating off each year. To the degree possible, the membership of the selection committee reflects the diversity of the faculty.

**By September 1** of each fall, the selection committee distributes a call for nominations for the Cornell Distinguished Faculty awards.

**Who can nominate?** All individuals with faculty rank in the College of Liberal Arts are eligible to submit nominations of their colleagues.

A nomination consists of a letter setting forth the achievements of an individual who is worthy of recognition.

**By October 1**, all nominees are notified and invited to submit to the selection committee.

**By November 1**, submission of a C.V. and statements in which they summarize their achievements in the areas of teaching, scholarship, and service are due. They may also submit supporting documents such as:

- course evaluations and other evidence of excellent teaching; syllabi and other instructional material; copies of publications, presentations, or performances; and accounts of service to the campus and the community.

- Nominees may also request up to two letters of support from professional colleagues at Rollins particularly in the areas of scholarship, creative accomplishments, or service outside the campus community.

The selection committee makes its recommendations on the basis of the nominations, the nominees' responses, and materials available in the office of the appropriate dean or director; the committee may also consult with the appropriate dean or director. The selection committee forwards its recommendations to the VPAA | Provost for presentation to the President in time for an announcement at the final faculty meeting of fall term or the first meeting of spring term.

**Post Award:**

- At the end of each academic year, awardees submit reports to their appropriate dean or director in which they summarize their activities in teaching, scholarship, and service.
- In the third year in which they hold the Cornell Distinguished Faculty award, recipients give public presentations in which they report on a recent, distinctive accomplishment.