

**Texas A&M University Health Science Center
College of Medicine**

Excellence in Research Award

Guidelines

Description of Award

The award consists of a College of Medicine medallion, a \$2,000 check, and a certificate. The announcement of the award will be made at a special ceremony in the fall and the name of the recipient will be placed on a permanent display in the Reynolds Building. The award is to recognize, encourage, and reward those individuals whose research efforts have been particularly successful and outstanding and are so recognized locally, regionally, nationally, and internationally. The results of their research efforts should have contributed to the improvement of the quality of life and/or encouraged additional research, and/or added to the basic body of knowledge.

Eligibility

Senior Investigator

To be eligible, a person must have completed five full years of service to the College. Once receiving an award, an individual is ineligible to receive another award for a ten-year period.

Junior Investigator

To be eligible, a person must have completed three full years of service to the College. A Junior Investigator will usually be at the rank of Assistant Professor or recently promoted to Associate Professor. Once receiving an award, an individual is ineligible to receive another award for a ten-year period.

Nomination Process

There are four steps in deciding upon recipients of the Excellence in Research Award: (1) Solicitation of nominations, (2) Preparation and submission of nomination materials, (3) Review of nominations by the Research Advisory Council, and (4) Recommending a recipient to the Dean.

Excellence in Research Award

Preparation and Submission of Nomination Materials

For each nomination, submit all materials *electronically* to Mary Ann Wolff (mawolff@medicine.tamhsc.edu) in the Office of the Associate Dean for Research and Graduate Studies. Dates of submission will be announced *each fall*.

The contents of each nomination packet should be as follows:

1. Table of Contents
2. Letter of Nomination (limited to four pages)
3. Biographical Data
 - a. Name of nominee
 - b. Current position (title, rank, department or unit)
 - c. Number of years in this position
 - d. Number of years at Texas A&M HSC College of Medicine
 - e. Degrees held (source and date)
 - f. Employment history (previous positions, years; list most recent first)
 - g. Honors and awards
 - h. Membership in professional and honorary societies (note offices held)
 - i. List of articles and books published and professional accomplishments within the last five years (if there are particularly significant accomplishments before the last five years, those should be included in the letter of nomination.
4. No more than six letters of endorsement (letters from significant people outside the University have a greater impact than internal letters of support)
5. A reprint of no more than three outstanding publications or equivalent evidence of professional accomplishment.

Selection Process

1. The Research Advisory Council is called together by the Associate Dean for Research and Graduate Studies.
2. Care will be taken to insure that all members of the Council fully understand the unusual significance of the award and the necessity for maintaining the integrity of the award.
3. Individuals who are nominated for awards may not serve on the selection committee.
4. After reviewing all nomination packets, the Council will rank the nominees and the nominee receiving most votes will be forwarded to the Dean.