

The Faculty Senate Research Policy Committee (RPC) seeks nominations of faculty from all colleges at UNM for the *Annual Community Engaged Research Lectureship Award*. The Annual Community Engaged Research Lectureship (CERL) is one of the highest honors that UNM can bestow upon a faculty member in recognition of exemplary community engaged research and community engaged creative works. The nominee must be an active, full-time Professor or exceptional Associate Professor at the time the nomination is submitted, in the tenure track, research track, or clinician-educator track. The nominee's research or creative works must be of the highest quality with an outstanding cumulative record of achievement nationally and internationally or other relevant domain. The nominee will also be evaluated on the body of work completed while at UNM, including mentoring, which often requires ten or more years at UNM to be competitive. The awardee will receive a \$5,000 honorarium or a funding allocation to be placed in a research-related account and the awardee's name will be included in the UNM Roll of Honor.

The awardee will be SELECTED IN THE FALL and DELIVER THE LECTURE IN THE SPRING semester normally in FEBRUARY in the early evening (5:30 pm) as part of a twice annual UNM research awards ceremony.

The factors that determine excellence in community engaged research or community engaged creative works vary widely by field and discipline and exist across the spectrum of engagement of the community in problem or need identification, assessment, planning, implementation, and evaluation of outcomes and impacts. Nominators are strongly encouraged to review the research description form and argue their interpretations of the meaning of community engagement as well as how the nominee's work exemplifies it.

A nominator must be a full-time UNM faculty member (tenure track, research track, or clinician-educator track) and is responsible for assembling and submitting documentation in support of their nominee. This documentation must include the following, further described in the application instructions:

- 1) A letter of nomination.
- 2) Three evaluations of the nominee's accomplishments by national and international experts.
- 3) A completed Community Engagement Description Form (available as a fillable form on the OVPR website).
- 4) A current comprehensive curriculum vitae of the nominee.
- 5) Letters of support from members of the community/ies impacted by the work, community partners, community co-researchers/collaborators and from students and mentees.

Persons nominated one year will be reconsidered for four additional years based on the same materials, if re-nominated through the nomination portal. In such cases, nominators and nominees are strongly encouraged to update their applications.

Complete nominations, including all documentation, must be submitted by uploading documents by 5 p.m. on 15 November 2021. The nomination portal can be accessed here: <https://research.unm.edu/cerl>  
**We strongly encourage all nominators to register their intent to nominate by sending an email to Felicia Martinez at [fmartinez23@unm.edu](mailto:fmartinez23@unm.edu).** Nominations will be evaluated by the Research Policy Committee and the winner will be notified in late December.

All required materials, including the letters of evaluation, must be submitted by the deadline. Incomplete submissions will not be considered if they cannot be resolved within a week of the nominator being notified of a deficiency. In order for the Research Policy Committee (RPC) to assess the nominees on a comparable basis, it is essential that the documentation be extremely thorough. Decisions will be based entirely on the materials submitted.

# Nominator Instructions

Nominators can enter and exit the portal as many times as needed to complete the application, using the Save as Draft button at the bottom of each page of the portal.

## Personal Details Section

- Enter the name and information for the nominator as the "Applicant" followed by the name and information for the "Nominee".
- Enter the Nominee's first and last name as the Proposal Title.

## Required Content

In order to complete the nomination, the nominator must upload all of the required documentation. (Please follow these instructions to ensure full consideration of your nominee.)

For assistance with merging or uploading documents please contact Felicia Martinez at [fmartinez23@unm.edu](mailto:fmartinez23@unm.edu).

1. **Letter of Nomination.** The most important component is a letter from the nominator that makes the case for how the nominee has achieved an exceptionally high level of success in his/her community engaged research and creative works. Critical to this is to demonstrate the achieved outcomes of the nominee's efforts. This essential document is needed to facilitate comparisons across widely divergent fields and disciplines. Define what an exceptionally high level of success in community engaged research or community engaged creative works means in the nominee's field as well as how the nominee meets that goal relative to others in the field (i.e. what awards/honors outside of UNM have they received or are likely to receive). A letter for Distinguished Professor would be a good model, but do not just include a letter written for that position as the criteria are not identical.
2. **Supporting Documentation.** The nominator will be required to work with the nominee to collect the following supporting documents.
  - **Three (3) letters of evaluation** (combined into a single document) from colleagues, from UNM, or other institutions (two pages in length maximum) that characterize the nominee's accomplishments and outcomes, especially those since joining the faculty at UNM. The committee will consider letters originally written for another purpose (e.g., promotion, Distinguished Professor nomination) provided that:
    - they address the scholarly impact and community engaged nature of the nominee's work,
    - they are dated within 5 years of the nomination,
    - referees have granted permission, and
    - confidentiality is maintained.
  - The writers of the letter of evaluation should be notified that:
    - their letters are to be read by non-specialists in their field
    - their letters should also define what an exceptionally high level of success in community engaged research or community engaged creative works means in the nominee's field as well as how the nominee meets that goal relative to others in the field (i.e. what awards/honors outside of UNM have they received or are likely to receive).
    - Evaluations should be accompanied by a cover list of the three
    - evaluators and their institutional or organizational affiliations.
  - **A Community Engagement Description Form** to be completed by the nominee. This information is requested in uniform format so that award candidates can all be compared objectively and equally. This form highlights major parts of applications in a common format to facilitate comparisons across diverse fields. The description form can be found in the application portal in the right column.

- **Comprehensive Curriculum Vitae** of the nominee (containing information on publications, research contracts, student support, patents, or other indicators of creative contributions). Contributions since joining UNM are heavily weighted within the nominee's cumulative record.
  
- **Letters of support from community members** impacted by the community engaged research or community engaged creative work, community partners, community co-researchers/collaborators and from mentees or students (undergraduate or graduate) who have participated substantially in the planning or execution of the nominee's activities. **(all combined into a single document).**

2021 Community Engaged Research Lectureship Award  
Evaluation Rubric

Applicant name: \_\_\_\_\_ Reviewer: \_\_\_\_\_

<b>5 = Exceptional    4 = Very good    3 = Good    2 = Marginal    1 = Unclear/Not Present</b>	
<b>Required Criteria</b>	Yes/No
Nominee employed as an active, full-time Professor or exceptional Associate Professor at the time the nomination is submitted?	Yes/No
Nominee has sufficient longevity at UNM?	Yes/No
Bulk of community-engaged work under consideration has occurred while on faculty at UNM?	Yes/No
	Score
Compelling letters of evaluation from three (3) national or international experts	
Compelling letters of support from students or mentees	
Compelling letters of support from community members/partners	
Detailed CV describes career and educational trajectory	
<b>Impact</b>	
Nomination letter - makes a strong case for how the nominee has achieved an exceptionally high level of success in his/her community engaged research or creative works.	
Applicant's Description - Brief summary	
Applicant's Description - Description of community/ies	
Applicant's Description - Community engaged in identification of problem, need or desired change	
Applicant's Description - Community engaged in implementation of research or creative work	
Applicant's Description - Community engaged in evaluation of success	
Applicant's Description - Faculty mentorship in community engagement	
Applicant's Description - Direct participation of students	
Applicant's Description - Evidence of impact (social, economic, health, environmental, other)	
Applicant's Description - Description of on-going activities, sustainability, next steps, follow up	
Dissemination – number and quality of products related to community-engaged research or creative works (presentations at professional gatherings, new or improved curriculum, publications in peer-reviewed or seminal journals, broadly adopted white papers or reports, books, published abstracts, legislative or regulatory change, public installations or displays, public performances, new construction or land use, patents or copyrights, other products)	
Innovation - community-engaged research or creative work is innovative in the nominee's field	
Extension - potential or actual impact of research or creative work on additional communities	
Mutual benefit - potential or actual mutual impact and benefit (i.e. impact on UNM)	
External recognition - interviews, news articles, awards, recognitions, etc.	
External funding for community-engaged research or creative works	
<b>Total Criteria and Impact Score (High = 100; Low = 20)</b>	