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Functions and Awards Committee (Inactive)

Campus Governance

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Functions and Awards minutes 11/26/2018

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Summary of F&A committee email vote the week of Nov 26 2018

1. The committee approved the call for 2020 Commencement speaker. The call was based on last year's suggestions for clarifying what constitutes a suitable suggestion and the justification was made to be required. The change was made from *UMM* to *UMN-Morris*.
2. The committee approved the changes to Bill and Ida Stewart Award for Ethnic Diversity based on the discussion at the joint meeting with MEC.

Title: Bill and Ida Stewart Award for Ethnic Diversity

During each academic year one University of Minnesota, Morris faculty/staff member and one student may be selected to receive the Bill and Ida Stewart Award for Diversity. Bill Stewart touched the lives of thousands of Morris students and championed the concerns, needs, and accomplishments of students of color. Under his leadership, the Minority (now Multi-Ethnic) Student Program provided academic assistance, financial aid, and student support services to improve minority student opportunities on campus. Bill's wife, Ida Stewart, served the campus as a faculty member, education coordinator, and academic advisor. She is known for establishing World Touch Cultural Heritage Week and the Women of Color Association as well as connecting the campus to large university communities.

This award recognizes faculty, staff and students who have displayed exemplary service on our campus in support of promoting ethnic diversity and a supportive climate for all people. Recognized efforts will have been sustained over the course of the awardee's tenure at Morris and will have helped to create positive, lasting change. Each faculty or staff winner's name will appear on a plaque to be located in the TMC. The student winner will receive a colored stole to wear at graduation.

Eligibility

All full-time students are eligible for the student award. Tenured and tenure-track (regular) faculty, term (non-regular) faculty, professional and administrative instructional staff salaried through the University and holding a 66 2/3% time or greater appointment, and United Staff Association staff who have been at the University of Minnesota, Morris for at least three years, including the current year, may be nominated for the Bill and Ida Stewart Award for Diversity. Previous nominees who did not receive the award may be re-nominated. Previous winners of this award may not be re-nominated.

Criteria

Nominees will be evaluated on the basis of documentation of outstanding contributions to the support and enhancement of ethnic diversity at [UMM-UMN Morris](#). The documentation should provide specific evidence of outstanding performance in one or more – not necessarily all – of the criteria listed below, but the list should not be considered exhaustive or restrictive. The selection committee will consider any and all kinds of outstanding contributions to [UMM-UMN Morris's](#) diverse community so identified and demonstrated by the materials provided. The magnitude of an outstanding contribution in one area may compensate for little or no contribution in other areas. *The Award will be based on sustained efforts over the course of the nominee's Morris tenure, rather than a single accomplishment, in areas such as:*

- enhancement of ethnic diversity at [UMM-UMN Morris](#)
- involvement in multicultural activities
- activism in promoting diversity
- engaging peers/colleagues in diversity activities
- achievement in the area of recruitment and retention of underrepresented students, faculty and staff for the [UMM-UMN Morris Campus](#).

Additionally, the dossier will be evaluated with respect to effectiveness, impact, sustainability and initiative. *In all cases, it is not the activity in itself, but the energy, the creativity, and the effectiveness of the activity that constitute outstanding contributions to diversity at [UMM-UMN Morris](#).*

Dossier guidelines and selection process

~~A dossier for the award must be completed in partnership between the candidate and nominator. In the case of student nominees, the nominator will be a faculty or staff member. In the case of faculty/staff nominees, the nominator will be a student.~~ **Any faculty, student, and staff can nominate any other faculty, student, or staff. The names of the nominees will be sent to the Chair of the Functions and Awards committee at the end of the Fall semester via a form provided by the F&A committee. The nominator(s) must either indicate that they have notified the nominee about the nomination, or request that the F&A committee notifies the nominee. The dossier** for the award must be sent electronically to the Chair of the Functions and Awards Committee ~~by the second Monday in in mid-~~ February. A subcommittee of the Multi-Ethnic Experience Committee (consisting of one student, one staff and one faculty member) will then review dossier materials and provide the F&A committee with a slate of potential awardees for their approval. In the event that the subcommittee cannot reach agreement, the selection defaults to the full Multi-Ethnic Experience Committee. Awards need not be made each year if no candidate is deemed worthy. The award recipients will be announced at the Awards Dinner in April. They will further be recognized at the appropriate spring honors events.

The dossier must contain the following items:

1. ~~A one page~~ **A 1-2 page** statement (using a 12-point font type) explaining the case for the nomination **based on the nominee's outstanding contributions to enhancement of diversity over the course of his/her tenure at UMN Morris.** It should describe the nominee's qualifications with specific reference to the criteria above (or others being used) and **their relevant activities and accomplishments. Examples may include:**
 - **mentoring a student of color**
 - **creating a new program or initiative related to diversity**
 - **sustained contributions to an existing diversity program**
 - **adapting an existing approach to make it more inclusive or supportive of diversity**

~~This statement needs to set out convincingly and in detail the case for the nominee's outstanding contributions to enhancement of diversity over the course of his/her tenure at UMM.~~

- ~~2. A one page personal statement by the candidate (using a 12-point font type) that includes a description of what "ethnic diversity" means from his/her perspective and why it is important.~~
- ~~3. A list of relevant activities and accomplishments. At least some of these should extend beyond what is considered part of the regular duties associated with the nominee's position. Examples may include:~~
 - ~~mentoring a student of color~~
 - ~~creating a new program or initiative related to diversity~~
 - ~~sustained contributions to an existing diversity program~~
 - ~~adapting an existing approach to make it more inclusive or supportive of diversity~~

~~If necessary, brief explanatory text can accompany each item on the list.~~
4. At least two supporting letters citing specific examples in support of the case. At least one of these letters must be from a UMM-UMN Morris student, faculty, or administrator, more letters may be also from UMN-Morris, or may include ~~non-UMM~~ **non-UMN Morris** references.

