

 **WOMEN’S HISTORY MONTH**

**RECOGNITION AWARDS**

**2024**

**Guidelines for Nominations**

**Faculty and Staff Awards**

Questions should be directed to Kathleen S. Grove at ksgrove@iupui.edu or 278-3600.

**2024 GUIDELINES**

**PURPOSE**

Women’s History Month was established by Congress in 1987 to address the fact that, “the role of American women in history has been consistently overlooked and undervalued in the body of American history” and that to remedy this “the President is requested to issue a proclamation calling upon the people of the United States to observe such month with appropriate ceremonies and activities.” Public Law 110 -9. It is in this spirit of recognition and celebration that these awards are presented at the annual Women’s History Month Recognition Reception.

During Women’s History Month, the IUPUI Office for Women recognizes and celebrates students, faculty and staff who have demonstrated significant leadership, achievement, advocacy, or service at the campus, community, national, and/or international level in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion.

Information about the 2024 faculty, staff, and student nomination process can be found at this website: <https://ofw.iupui.edu/Awards/Annual-Womens-Leadership-Awards>.”

**CATEGORIES: Faculty and Staff Awards**

There are **five** (5) categories of awards:

1. full-time “veteran” faculty
2. full-time “newcomer” faculty
3. full-time “veteran” staff
4. full-time “newcomer” staff
5. Part-time faculty or staff leader

* A “veteran” member is anyone who has served the university continuously for *five or more* years.
* A “newcomer” is anyone who has served the university for *fewer than five years.*

**CRITERIA**

These awards seek to celebrate *faculty and staff* members who exhibit exemplary action, initiative, guidance, achievement, generosity, commitment, and service. All current faculty and staff members are eligible for nomination regardless of track or status. Faculty and staff designated as “part-time” will be considered in that category. While all criteria will be important in the selection process, a successful nominee would exhibit extraordinary effort and achievement in at least *one* of these areas:

* significant leadership in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion
* outstanding achievement in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion
* dedicated advocacy in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion
* committed service in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion

**EXAMPLES**

Actions, accomplishments, and service could include the following (not a complete list):

Leadership: Serving in an official capacity in a professional association, non-profit organization, community organization, campus governance, etc.

Achievement: effort recognized in awards, publication, scholarship, research, program creation and/or management, policy implementation

Advocacy: aid, assistance, encouragement in support of individuals, organizations, community

Service: giving, supporting, volunteering to benefit others, coaching and mentoring

**NOMINATIONS**

All *current IUPUI students, faculty and staff* may nominate current faculty or staff for the awards. *Self-nominations are not accepted.* The winners and nominees will be announced and presented with awards at the Women's History Month Recognition Reception. *This is a public event, and we encourage nominators and department colleagues to attend.* Winners and nominators will be notified in mid-March of the results.

**DEADLINE**

**Deadline Sunday, March 3rd at Midnight.**

**WOMEN’S HISTORY MONTH RECOGNITION AWARDS: SAVE THE DATE!**

**Tuesday, March 26, 2024, 2:30 – 4:30 p.m.**

Campus Center Theater and Lobby, Lower Level

**SUBMISSION OF NOMINATION**

An **online nomination form** will be available at the Office for Women website [here.](https://ofw.iupui.edu/Awards/Annual-Womens-Leadership-Awards)

**NOMINATION INSTRUCTIONS**

*The following guidelines should be used in preparing the nomination. This is the format of the online form*.

**Section 1**  *Cover Page* Nominee information.

* Name
* Campus Address
* Rank/Title
* Email Address
* School
* Phone Number
* Department
* Webpage
* Category (Newcomer or Veteran, Full-time or Part-time)

*Cover Page* Nominator Information - Same

**Section 2**  *Nomination Narrative.* Address one or more of the four questions. Section limited to **3 pages.**

* How has this nominee demonstrated significant leadership in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion?
* How has this nominee accomplished outstanding achievement in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion?
* How has this nominee exhibited dedicated advocacy in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion?
* How has this nominee modeled committed service in support of gender equity, women’s empowerment, women’s history, or cultures of inclusion?

**Section 3** UPLOAD -- *Biographical Sketch, Vitae, or Resume* Limit **5 pages**

**Section 4**  UPLOAD -- *Letters of Support* No more than **3 letters of support**