

## Distinguished Research Professor Scoring Guide

**ORP Pre-Award Checklist for completion.** If any of these are missing, outside the guidelines or incomplete the application is to be returned and resubmission is not allowed if the submission date has passed.

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| <ol style="list-style-type: none"> <li>1. All previous Internal Award requirements have been met</li> <li>2. Applicant has been at rank of Professor for at least 5 years.</li> <li>3. Application Packet is scanned in in the correct order as indicated on the app form and guidelines.</li> <li>4. Personal statement does not exceed 5 pages.</li> </ol> | <ol style="list-style-type: none"> <li>5. Format is compliant (e.g. 1” margins, minimum 11 point Times New Roman or 10 point Ariel font)</li> <li>6. Minimum of 5 letters of support are included (at least 3 from faculty/colleagues outside SIUE; 1 from Chair/Associate Dean).</li> <li>7. Summary for each letter is included.</li> <li>8. Curriculum vitae is included.</li> </ol> |
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**DIRECTIONS:** This scoring guide is to be used to facilitate review of all Distinguished Research Professor submissions If you do not award the highest point in any given cell please provide a rationale in the Comments section for that review element. This scoring guide addresses all elements contained in the Distinguished Research Professor Award Guidelines which are available to all applicants. .Numerical scores resulting from the use of this scoring guide can help in final decisions but do not have to be the only deciding factor.

Component	Exemplary (5-6)	Adequate (3-4)	Needs Improvement (1-2)	Insufficient (0)
Personal Statement	<ul style="list-style-type: none"> <li>Provides concise and detailed description of research/creative activities conducted</li> <li>Description supplies <b>substantially compelling evidence of research/</b> creative activity significance</li> <li>Activities indicated demonstrate <b>sustained commitment</b> to scholarship since receipt of rank of Professor</li> <li>Quantifiable evidence of publication impact is included</li> </ul>	<ul style="list-style-type: none"> <li>Provides concise and detailed description of research/creative activities conducted</li> <li>Description supplies <b>some compelling</b> evidence of research/ creative activity significance</li> <li>Activities indicated demonstrate <b>intermittent commitment</b> to scholarship since receipt of rank of Professor</li> </ul>	<ul style="list-style-type: none"> <li>Provides concise and detailed description of research/creative activities conducted</li> <li>Description supplies <b>little compelling</b> evidence of research/ creative activity significance</li> <li>Activities indicated demonstrate <b>sporadic commitment</b> to scholarship since receipt of rank of Professor</li> </ul>	<ul style="list-style-type: none"> <li>Provides description of research/ creative activities conducted</li> <li>Evidence of significance is <b>not compelling</b></li> <li><b>Little commitment</b> to scholarship since receipt of rank of Professor</li> </ul>

Personal Statement Comments:

Component	Exemplary (5-6)	Adequate (3-4)	Needs Improvement (1-2)	Insufficient (0)
Letters of Support	<ul style="list-style-type: none"> <li>• <b>All</b> letters strongly indicate applicant's sustained contribution to the field</li> <li>• Chair/Associate Dean letter indicates <b>strong support</b></li> <li>• Summary statements must include the following: <ul style="list-style-type: none"> <li>*summary of recommender to speak to applicant's expertise and contribution to the field;</li> <li>* summary of applicants relationship to the applicant;</li> <li>* list of any shared publications, committee activity or other collaborative work</li> </ul> </li> <li>• Recommenders are <b>obviously highly qualified</b> to evaluate applicant's qualifications</li> </ul>	<ul style="list-style-type: none"> <li>• <b>All</b> letters indicate applicant's sustained contribution to the field</li> <li>• Chair/Associate Dean letter indicates <b>support</b></li> <li>• Summary statements must include the following: <ul style="list-style-type: none"> <li>*brief summary of recommender to the speak to applicant's expertise and contribution to the field;</li> <li>*summary of applicants relationship to the applicant;</li> <li>*list of any shared publications, committee activity or other collaborative work</li> </ul> </li> <li>• <b>Some</b> recommenders seem <b>well qualified</b>; <b>most</b> are obviously <b>well qualified</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Most</b> letters indicate applicant's sustained contribution to the field</li> <li>• Chair/Associate Dean letter indicates <b>weak support</b></li> <li>• Summary statements must include the following: <ul style="list-style-type: none"> <li>*brief summary of recommender to the speak to applicant's expertise and contribution to the field;</li> <li>*summary of applicants relationship to the applicant;</li> <li>*list of any shared publications, committee activity or other collaborative work</li> </ul> </li> <li>• <b>Most</b> recommenders are seem qualified</li> </ul>	<ul style="list-style-type: none"> <li>• If any elements are missing in any letter no score is awarded</li> <li>• <b>Unclear</b> if recommenders are adequately qualified</li> <li>• <b>Few</b> recommenders are qualified</li> </ul>

Letters of Support Comments:

Component	Exemplary (5-6)	Adequate (3-4)	Needs Improvement (1-2)	Insufficient (0)
Curriculum Vitae	<ul style="list-style-type: none"> <li>• <b>Detailed, comprehensive and current</b> curriculum vitae is included</li> <li>• CV indicates <b>sustained commitment</b> to scholarship</li> <li>• Substantial scholarly accomplishments while in Professor rank</li> </ul>	<ul style="list-style-type: none"> <li>• CV <b>not up-to-date</b></li> <li>• CV indicates <b>intermittent commitment</b> to scholarship</li> <li>• <b>Some</b> scholarly accomplishments while in Professor rank</li> </ul>	<ul style="list-style-type: none"> <li>• CV indicates <b>sporadic commitment</b> to scholarship</li> <li>• <b>Few</b> scholarly accomplishments while in professor rank</li> </ul>	<ul style="list-style-type: none"> <li>• If any elements are missing no score is awarded</li> </ul>
Curriculum Vitae Comments:				

**General Comments:**

Please indicate the following regarding awarding the Hoppe Research Professor Award