**Academy of Distinguished Service Leaders**

**Call for Nominations**

**Academic Year 2024-25**

Overview

We are proud to announce the call for nominations for the Academy of Distinguished Service Leaders (ADSL). The ADSL stresses service with a clear leadership impact on the college, university, profession, and community. Please send nomination dossiers to [facultyawards@uta.edu](mailto:facultyawards@uta.edu) by **February 7, 2025.**

Each member selected for Academy membership will receive a permanent salary increase of $2,500, a plaque, and other perquisites, such as a special medallion to wear with commencement regalia.

Qualification

Election to the Academy is limited to full-time faculty members who have made sustained significant service contributions to their university, profession, and/or community (stressing service that has occurred during their UTA employment through previous service is considered) and exemplified principles of shared and service leadership. It is also recognized that many qualified faculty members have administrative roles that were historically considered service before the new UTS and UTA workload policy. Faculty classified as administrative rank are eligible for service performed as faculty before their appointment to their A & P position or after that service ended. Such activities are considered with the same preference for high, broadly impactful, innovative activities. Please note that this is not to be considered a “time served” award. Candidates are expected to demonstrate sustained dedication to service with clear, positive impacts from their shared governance efforts, emphasizing innovation and breadth of impact.

Evaluation Criteria

Candidates will be evaluated based on a record of sustained service dedication, impact, innovation, and breadth of impact with a higher weighting to activities since joining UTA. Candidates are expected to clearly demonstrate commitment and effectiveness in leading significant service contributions, not simply having served on numerous standard committees (such as departmental faculty searches, graduate or undergraduate study committees, etc.). Activities that would be considered as likely high impact include, but are not limited to, Faculty Senate, Graduate Assembly, and Undergraduate Assembly leadership (chair, co-chair, secretary, treasurer), leadership roles in significant community, civic, or professional associations (e.g., board member or officer), and leadership in major task forces for the university, community, or professional associations.

*Service related to Research and Teaching*

Service activities related to teaching and research are classified differently across academic units, sometimes under service and sometimes under research or teaching. Hence, such service should be considered for the award. Examples include serving as editor of an academic journal or book series, grant program administrator, and creating new curriculum and instructional programs or modalities.

*Service related to administration*

Administrative activities, such as program directorships and chair posts, can be considered if the faculty member otherwise qualifies for induction.

Application Materials

Candidates will provide:

1. Cover page (see attached).
2. Statement of service activity of no more than five (5) pages that reviews their history of sustained service contributions to the university, profession, and community that clearly overviews the breadth and quality of impact as well as innovation fostered by their contributions.
3. No more than two letters of nomination that address the candidate’s qualifications.
4. Annual and periodic reviews for at least the last five years with service ratings and workload assignments indicated (as the committee will consider service workload and ratings).
5. A current vita.

Formal Assessment

As per [HOP AA-FT-PO-02](https://policy.uta.edu/doctract/documentportal/08D8C3F67E654437896F9272E7511371), nominations will be reviewed by active members of the ADSL, which constitutes the Academy’s Leadership Committee. This committee will evaluate the service contributions of nominees based on the following criteria using the submitted materials:

1. Degree of Impact  
2. Breadth of Impact  
3. Sustained and continuing service commitment  
4. Innovation

Annual and periodic evaluations of service will also be considered with a preference for candidates who typically receive ratings of “exceeds expectations” and have an assigned service workload above 10% or, as indicated in the comments of the evaluation committee, chair, or dean, have completed service that is in excess of the official workload percentage assigned to them.

The leadership committee will recommend appointing new members to the Provost, who will recommend up to five new members to the President for approval.

New members approved by the President will be recognized at the annual spring general faculty meeting.

To be considered for review, please email a **single** PDF file containing the materials listed above in the given order to [facultyawards@uta.edu](mailto:facultyawards@uta.edu) by **February 7, 2025.**

**Timeline**

February 7, 2025 Nomination packets due to [facultyawards@uta.edu](mailto:facultyawards@uta.edu)

February 12, 2025 Materials available for Academy review

February 24, 2025 All recommended winner names submitted to Faculty Success by ADSL

April 15, 2025 Awardees recognized at Spring Faculty Meeting

A logo of a university of texas

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[Name of School/College]

*Nomination Dossier for the*

***Academy of Distinguished Service Leaders***

**[Nominee’s Name]**

[Nominee’s Academic Title/Rank]

[Nominee’s Home Department/Program]

***Spring Semester 2025***

First year of service at UT Arlington: [XXXX]

E-mail address: [XXXXXX@uta.edu]