Provost’s Award for
Outstanding Undergraduate Research Faculty Mentor
(2014-2015)

Nominations Due: March 2, 2015

Purpose: To recognize and show appreciation of the undergraduate research mentorship
efforts of ODU faculty members.

Eligibility: All full-time ODU academic faculty.

Award Frequency: Up to one faculty mentor per year.

Award Form and Presentation: Cash award of $1,000 and a certificate, both presented at
Faculty Awards Ceremony held at the end of the spring semester.

Nomination: The Provost’s Office asks deans to provide a letter of nomination for a candidate
from their respective college which includes a justification for the nomination. One nominee is
sought per college. The nominated, the candidates is asked to submit electronically the
following supporting documents, in the following order:

- A summary statement explaining her/his undergraduate research or scholarship mentorship
  activities. The statement is limited to one page.
- Curriculum Vitae.
- A list of undergraduate students mentored by the nominee, the title of their projects,
duration of research/scholarship, and approximate number of hours of research per week
  conducted by each student.
- List of publications, presentations, exhibitions, and/or performances resulting from
  undergraduate research.
- Two reference letters from peers, at least one from an ODU faculty member. These letters
  are in addition to the nomination letter by the dean.
- Full name and current contact information for up to three former undergraduate
  researchers or scholars supervised by the candidate. The Undergraduate Research
  Committee may contact these individuals for additional information.

Selection: The University Undergraduate Research Committee will review the nominations and
recommend an award winner. The selection process is expected to be completed by mid-
March. The panel may choose not to grant an award if the candidate pool does not meet the
panel’s minimum expectations.

Please send all nomination materials electronically to Ms. Jill Fox, Honors College
(jefox@odu.edu) by the March 2, 2015 deadline.