EXCELLENCE IN LIBRARIANSHIP

The “Excellence in Librarianship” award is given annually to the librarian who exhibits exemplary performance in librarianship/teaching during the year. There is a stipend (currently $1500) from UCD that accompanies the award. It is analogous to the “Teacher of the year” awards given by the various UCD schools/colleges and therefore the library must meet certain UCD deadlines. The winner is also recognized in the UCD commencement program and is therefore encouraged to attend commencement.

Criteria may include:

- provision of access to the information in the University’s research and instructional collections;
- advancement of the University’s educational and research mission through the development of instructional and research collections;
- independence and initiative in meeting the goals of the libraries;
- skill in attracting, training, developing, and supervising effective staff and faculty;
- implementation of the library’s policies and procedures;
- improvement in professional library service;
- interaction with library patrons;
- positive working relationships and effective communication with other members of the university community.
- individual or group instruction or academic supervision of students;
- course-related lectures;
- credit courses;
- serving as a major thesis or dissertation advisor;
- thesis committee member
improvement of instruction such as teaching innovation, curriculum planning, new courses, the development of new methods and materials, or other related work.

Procedure & Timeline (dates may change according to University schedule):

Early January: FPC solicits nominations from library faculty and staff (self nominations are accepted). Writers of nomination letters are strongly encouraged to address the criteria noted above. Letters from individuals or groups of individuals are both acceptable. There is no limit for the number of nomination letters written for a particular individual; all are accepted and evaluated by FPC.

Mid February: FPC reviews all nomination letters and selects an award recipient. FPC writes a supporting letter and forwards the name and nomination packet to the University Librarian/Director for final approval. The nomination packet includes:

- letter(s) of support from colleagues
- Letter of support from FPC
- Nominee vita
- A statement from the nominee that addresses the criteria for the award.

Late February: The University Librarian/Director reviews the packet and either concurs with the FPC decision or requests further FPC action.

Early March: The University Librarian/Director notifies the Chair of the UCD Committee on Teaching that the Library’s award recipient has been selected and forwards that nomination packet. If the Library’s recipient chooses to participate in the competition for the UCD teacher of the Year Award, the recipient must submit full evidence and documentation as outlined in the UC Denver Annual Award for Excellence in Teaching.

Early March: The University Librarian/Director submits award information (including a substantive summary) to News @1100 editor for publication.

Late April: Award recipient is recognized at April Open Forum.

Mid May: If possible, winner attends commencement.

Summer: Recipient’s name is added to plaque outside Library administration by the facilities manager.

Letters of nomination are added to the recipient’s personnel file.

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