

Outstanding Administrator

Description

The intent of this award is to honor a faculty member's long-term accomplishment as an administrator. The candidate must be responsible for outstanding administrative accomplishments or excellence in academic administration during their tenure as administrator. These qualities must be supported by evidence of efforts to instigate, support or inspire improvements in the education and experience of students, the academic growth and productivity of program faculty, and the positive recognition of the academic unit by outside institutions. Indicators of administrative excellence may include: innovative improvements having a direct impact on the initial accreditation of a program or on the re-accreditation of a program; major new initiatives benefiting the performance and/or reputation of the landscape architecture program, its faculty and/or its students; unique fund-raising successes leading to lasting positive improvements in the landscape architecture program; citation of one or more examples of program involvement, success, achievement or recognition at university, state, national or international levels. A maximum of one Award will be given annually.

Nomination Requirements

- The candidate must be nominated by a faculty member in the unit with the endorsement and written support of an upper level academic administrator
- The candidate must have held the administrative position in the program for a minimum of five (5) years and for at least three (3) consecutive years
- The nomination must be submitted during the administrator's service or within two (2) years of their leaving the position

Package Requirements

All materials are to be packaged as one PDF document and submitted to The CELA through the online system by the nominee or the nominator. The package shall not exceed 64 MB to ensure successful submission.

Each package shall contain the following information:

- Nominee and nominator information
- Table of contents
- Nomination letter (maximum of two (2) pages) from a person associated with a CELA Member School in good standing that contains the rationale for the nomination
- Nominee's curriculum vitae (must not exceed five (5) 8.5x11 pages)
- Endorsement and written support letter from an upper level academic administrator
- Three (3) letters of support from faculty or administrators with one from outside of their academic unit (i.e. department, school or college)