

School of Interdisciplinary and Graduate Studies

TO: All Graduate Faculty

FROM: Dr. Paul DeMarco
Acting Dean of the School of Interdisciplinary and Graduate Studies
Acting Vice Provost for Graduate Affairs

DATE: Friday, September 7, 2018

RE: **Graduate School Awards for Commencement**

During the December commencement events, the School of Interdisciplinary and Graduate Studies will recognize graduating students for their outstanding achievements through a series of awards. Students may be nominated for these awards by any graduate faculty member in cooperation with a department chair or graduate director. After accepting nominations, the Scholarship and Awards Committee of the Graduate Council will review all submissions and make recommendations concerning graduation honors.

Descriptions of graduate student awards, as well as an overview of the nomination process, appear below. To nominate a student, a department chair or graduate directors must complete the online nomination form, which can be found here: <http://louisville.edu/graduate/forms/nomination-form-for-graduate-student-award-or-honors>

Awards for Master's Students:

The Alice Eaves Barns Award.

This award is named in honor of Mrs. Alice Eaves Barns for her many years of outstanding service as a staff member of the Graduate School at the University of Louisville. This award recognizes a master's degree recipient who has displayed tenacity in the face of adversity, while attaining excellence in both the classroom and outside endeavors. The nomination letter must reference the difficulties the student has had to overcome while attaining his or her education, and must specify the student's achievements. All students nominated for the Alice Eaves Barns award are automatically considered for a Graduate Dean's Citation.

The Virginia "Jenny" Madden Award for Graduate Student Leadership and Service.

This award is named in honor of Virginia "Jenny" Madden for her many years of service to the former Graduate School, the School of Interdisciplinary and Graduate Studies, the Staff Senate, and the University of Louisville community. This award recognizes a master's degree recipient who exhibits leadership through service to the recipient's program, college, discipline, the University as a whole, and/or the community. The nomination letter must reference the student's contributions and the impact of those contributions on the communities served. All students nominated for the Virginia "Jenny" Madden award are automatically considered for a Graduate Dean's Citation.

The Graduate Dean's Citation.

To be eligible for a Graduate Dean's Citation, a student must have significant accomplishments (e.g. publications, teaching excellence, and professional service) beyond the achievement of a high grade point average. **The letter of nomination should include a description of the nominee's achievements in the areas of scholarship, teaching, and service.** Each graduate program may recommend at least one prospective graduate, **or up to 10 percent** of its graduating class, for the Graduate Dean's Citation.

Awards for Doctoral Students:

The Guy Stevenson Award.

The Guy Stevenson Award for Excellence in Graduate Studies honors a former Graduate Dean. The Stevenson Award is presented to a doctoral degree recipient who excels in scholarship, leadership, and other areas within his or her discipline. The recipient of this award will carry the graduate school banner at commencement ceremonies, and thus must be available for the ceremonies to be considered. This student will provide remarks of no more than five minutes during the Doctoral Hooding and Graduation Ceremony and will also be a candidate for student commencement speaker on Friday, December 14, 2018. All students nominated for this award are automatically considered for a Graduate Dean's Citation and for the John Richard Binford Memorial Award. **(Please make note if the student is unable to attend either of the commencement ceremonies.)**

The John Richard Binford Memorial Award.

The John Richard Binford Memorial Award honors a former chairman of the Department of Psychology. The award is presented to a doctoral degree recipient who excels in scholarship, leadership, and other areas within his or her discipline. All students nominated for this award are automatically considered for a Graduate Dean's Citation and for the Guy Stevenson Award. **(Please make note if the student is unable to attend either of the commencement ceremonies.)**

The John M. Houchens Prize.

The John M. Houchens Prize honors a former registrar of the university. The Houchens Prize is awarded to the doctoral student who presents the most meritorious dissertation for the December commencement. Nominators should make clear the significant contributions to the discipline that the dissertation makes, and the letter should include an abstract of the dissertation written in language accessible to faculty from various disciplines. Additionally, an electronic copy of the nominated dissertation must be sent to Jackie Fryer, jackief@louisville.edu, by Friday, October 5, 2018. (This copy should represent a complete draft of the dissertation, though it need not be the final version.) All students nominated for this award are automatically considered for a Graduate Dean's Citation.

The Graduate Dean's Citation.

To be eligible for a Graduate Dean's Citation, a student must have significant accomplishments (e.g. publications, teaching excellence, and professional service) beyond the achievement of a high grade point average. The letter of nomination should include a description of the nominee's achievements in the areas of scholarship, teaching, and service. Each graduate program may recommend at least one prospective graduate, **or up to 10 percent** of its graduating class, for the Graduate Dean's Citation.

Nomination Procedures:

Nominations for all of the awards listed above may come from any members of the graduate faculty, but must be **submitted by department chairs or graduate program directors by Friday, October 5, 2018** via the School of Interdisciplinary and Graduate Studies online form:

<http://louisville.edu/graduate/forms/nomination-form-for-graduate-student-award-or-honors>.

Students nominated for the Barnes, Madden, Stevenson, Binford and Houchens awards are automatically considered for the Graduate Dean's Citation. A separate form does **not** need to be submitted.

Chairs or graduate program directors must log on using their user IDs and passwords. If you have a student you feel is worthy of recognition, please forward the appropriate nomination request to your department chair or graduate coordinator.

*Note: While every program may nominate at least one graduate for one or more awards, **no program should otherwise nominate more than 10 percent of its graduating class.***

Nominations should include the following:

- **Letter of nomination**
- **Nominee's vitae or resume**
- **Letter of support from department chair and/or graduate program director**
- **One-page bio of students nominated for Stevenson, Binford, Houchens, Barnes, or Madden awards**
- **Houchens Prize only: an abstract and an electronic copy of the nominee's dissertation (submit to Jackie Fryer, jackief@louisville.edu, by Friday, October 5, 2018).**

In addition, copies of publications or other evidence of accomplishment may be submitted as nomination credentials. All publications or other evidence submitted are non-returnable.

To be eligible for consideration, a nominee must have applied to graduate in December 2018 and must complete all requirements for the degree prior to the graduation date, December 14, 2018. Any nominee who does not complete degree requirements may be nominated again during a subsequent term.

If you have questions please contact Jackie Fryer, jackief@louisville.edu or 852-5882.

All nominations and supporting materials must be received in the School of Interdisciplinary and Graduate Studies by:

Friday, October 5, 2018

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SCHOOL OF INTERDISCIPLINARY
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