

Office of the Provost
CHANCELLOR'S DISTINGUISHED PUBLIC SERVICE AWARD
2022 Guidelines

The Award

The Chancellor's Distinguished Public Service Award annually recognizes outstanding public service contributions by members of the University of Pittsburgh's faculty. Up to five awardees may be chosen annually. Each award consists of a cash prize to the faculty member of \$2,000 and a grant* of \$3,000 to support the faculty member's public service activities. All awardees are honored publicly.

Definition

Public service is broadly defined as the use of University and academic resources to address social problems and to improve the general welfare of humankind. It is a serious academic activity, which provides public or community benefit, is related to a faculty member's academic expertise, is different from and goes beyond the traditional duties of a faculty member, and is conducted outside the University. Remuneration is not the primary purpose of the activity. Knowledge arising from this work, ideally, should be disseminated through publications, such as documents, reports and papers; should be incorporated into the teaching and training of students wherever possible; and should have a long-term impact on the University and the community at-large.

Eligibility

Any full-time faculty member who has served for at least three years at the University of Pittsburgh is eligible to be nominated for a Chancellor's Distinguished Public Service Award. Previous winners are not eligible.

Nominations

Any member of the University community and external individuals or institutions who possess evidence of a nominee's public service accomplishments may submit a written nomination. Nominees for the Chancellor's Distinguished Public Service Award should possess a substantial and continuing record of public/community service in his or her field. A letter of nomination should identify specific activities and briefly describe how these contributions have been incorporated into the teaching and training of students and what the long-term impact has been on the community and the University. **Nomination letters are due by October 15, 2021, and should be uploaded via the University's Competition Space link at upitt.infoready4.com, under the "Chancellor's Awards-Public Service" link.**

For questions regarding the award please contact Lucy Russell, russell@pitt.edu. Information about recent awardees can be found in this [University Times article](#).

Awards Committee

The Awards Committee is appointed by the Provost, with the provost's chief of staff serving as non-voting chair. The Committee consists of outstanding faculty representatives of the University.

* [Research Allocation Policy RI 06](#)



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Instructions for Nominees

Each nominee should provide evidence of his/her public service contributions. A nominee's dossier contains appropriate materials such as, but not limited to, the following:

Required Documentation:

- Current *curriculum vitae*;
- Personal statement that focuses on public/community service activities and how this specific activity is different from and goes beyond the traditional duties of a faculty member; this statement also should demonstrate the relationship of this community service to both teaching and scholarship; and
- List of 6-8 community leaders (with complete address, e-mail address, and professional relationship to nominee), who will be asked by the Chair to serve as external evaluators (these persons should be familiar with the nominee's public service contributions). **Note: Evaluators' letters are very important to the Committee for the review process; please select evaluators who will respond to our request.**

Deadline: Please submit an electronic copy (PDF file) of the above materials to the Office of the Provost, c/o Jordan Bowser jrbowser@pitt.edu by **Friday, November 19, 2021**. If possible, please provide the list of evaluators/references as soon as possible so that we can contact them in a timely manner.

Supporting Documentation (optional, preferably in electronic format):

- Written reports, conference papers
- Other discernible evidence of substantial public benefit
- Organization newsletters and other written evidence
- Newspaper clippings and other media attention
- Evidence of a direct role in developing and/or influencing public policy at the local, state, or federal levels
- Course outlines
- Published books and/or articles

Deadline: Please submit supporting documentation by **Monday, December 6, 2021**.

CHANCELLOR'S DISTINGUISHED PUBLIC SERVICE AWARDS

For this award, public service has been broadly defined as the application of University and academic resources for addressing social problems and improving the general welfare of humankind. It is a serious academic activity that is intended to provide public or community benefit, is related to a faculty member's expertise, is different from and goes beyond the traditional duties of a faculty member and is performed outside the University. Remuneration is not the primary purpose of the activity. Ideally, knowledge arising from this work should be disseminated through publications, such as documents, reports, and papers; should be incorporated in the teaching and training of students wherever possible; and have a long-term impact on the University and the community at-large.