COAS Downs-Hollander Service Award Description

In the first forty years of the existence of Indiana University-Purdue University Fort Wayne, two individuals were outstanding servants of the faculty, staff, and university. Professors Michael Downs of the Department of Political Science and Steven Hollander of the Department of English and Linguistics worked cheerfully, humorously, and energetically in behalf of the common good of the College of Arts and Sciences and for the IPFW campus. The College of Arts and Sciences wishes to honor the service of both of our deceased colleagues with the College of Arts and Sciences Downs-Hollander Service Award, established in 2009.

Purpose
The College of Arts and Sciences Downs-Hollander Service Award is intended to recognize outstanding service to secure the common good of the College and the University. The award reflects the breadth of the contributions of Mike Downs and Steven Hollander. Recipients are to have provided service which demonstrates uncommon achievement in accordance with the criteria below.

Selection Procedures
A selection committee consisting of one member from the academic areas in the College of Arts and Sciences (humanities, natural sciences, and social sciences) appointed by the Dean shall select the recipient of the award. Candidates may be self-nominated or nominated by a colleague. The nominator will present to the selection committee a written justification of the comprehensive nature of the nominee’s service. The justification should reflect one or more of the following criteria.

1. Exceptional service to the College of Arts and Sciences extending over a period of at least five years which has contributed to the reputation of the College and University.
2. Exceptional service to a profession or discipline represented by the academic departments in the College of Arts and Sciences.
3. Exceptional service on a local, national, or international level which reflects continuing effort and unusual achievement in promoting the objectives of a public service agency or a public service principle.

The Award
The College of Arts and Sciences Downs-Hollander Service Award recipient will be recognized at an appropriate convocation of the faculty of the College with a personal plaque, with the inscription of their name on a College plaque recognizing the Downs-Hollander Awardees to be appropriately displayed in the College, and with $500 designated for personal development.

Additional Guidelines
1. All full-time active-duty faculty with at least 50 percent teaching and research assignments during the last five years are eligible for a College of Arts and Sciences Downs-Hollander Service Award.
2. Nomination dossiers should consist of a letter of nomination and substantial support evidence about the variety and quality of the service performed; however, the dossier
as a whole should not exceed 10 pages. If a nominee’s record consists of service in
different contexts – university, professional, community, state, or nation – the dossier
should be arranged to clearly identify these categories. The dossier is due in the
College of Arts & Sciences mid February. The screening committee will announce
the award at the Spring Convocation.