

**E. RILEY HOLMAN MEMORIAL FACULTY AWARD  
GUIDELINES**

Revised: December 2011

The E. Riley Holman Memorial Faculty Award honors a faculty member who demonstrates innovative teaching techniques that foster student creativity.

Nominations may be made by individuals, groups, or departments of the University Community. A nominee must be a faculty member who has been employed by West Chester University for at least four years. The nominee may be requested to appear before the committee.

**Submission Guidelines**

Applicants must submit three copies of the following:

- a. a narrative written by the nominee including a description of the proposed project. In the project description, the applicant should demonstrate how the project reflects Dr. Holman's attributes, listed in the evaluation criteria below;
- b. an estimate of expenses related to the project;
- c. at least two letters of support for the project from persons knowledgeable about the quality and significance of the applicant's work and/or interests.

**Evaluation Criteria**

Applications will be evaluated by the Academic Recognition Committee based on the degree to which they demonstrate the attributes exhibited by Dr. E. Riley Holman:

- A belief in the idea that "everyone has the potential to be creative"
- Curiosity and dedication to using innovative teaching techniques
- An interest in the development of students' creative thought

**Dates**

Nominations must be submitted by:	February 13, 2012
Announcement of Award:	May, 2012
Presentation of Award:	December Commencement - 2012
Award Benefits:	Certificate, listing in the University Catalog \$3,000 to be used to pursue research or professional development