

November 1, 2007

MEMORANDUM

TO: UHM Deans, Directors and Department Chairpersons

FROM: Gerald M. Meredith
Office of Faculty Development & Academic Support

Kathleen O. Kane
Center for Teaching Excellence
Faculty Mentoring Program

SUBJECT: 2008 Faculty Service to the Community Award

The Hung Wo and Elizabeth Lau Ching Foundation has established a faculty service to the community award to recognize outstanding faculty who have made significant contributions that strengthen the ties between the University of Hawai'i and the community. A total of four awards of \$5,000 each to one female and one male faculty members from UH-Manoa and one female and one male from UH-West Oahu, UH-Hilo, and UH Community Colleges will be presented to honorees whose volunteered (non-paid, non-release time) community service betters the lives of people in Hawai'i.

Nominations may be made by faculty, staff, students, alumni or external community members. For UH-Manoa, guidelines are attached to this memorandum. Nominations are due by **February 1, 2008**, to:

Chair
Faculty Service to the Community Award Committee
c/o Office of Faculty Development and Academic Support
1733 Donaghho Road, Kuykendall 107
Honolulu, HI 96822

Award recipients will be recognized at the Awards Convocation in September, 2008 (tentative). Should you have any questions about previous award winners or need additional copies of the criteria, call 956-8075, or fax 956-9535 .

Attachment

INSTRUCTIONS FOR NOMINATION

Faculty Service to the Community Award

To nominate a faculty member the nominator must write a **statement** and supply **two additional letters** of recommendation to support the individual.

Nominator must include:

- Nominee's name
- Nominee's department and campus
- Nominator's name
- Nominator's department, campus, or community affiliation

Resumes are not to be included since this award is not applied for by the nominees. The candidate will be evaluated based on the strength of the nominator's statement which may be made in consultation with the nominee.

Nominator's Statement

This award is given in recognition of non-compensated service (non-paid, non-release time) to the community. Please refer only to non-compensated service performed by the candidate. Compensation through any organization, grant, institution or individual disqualifies a candidate.

Write a statement and address the following:

- Describe the service, giving examples that focus on the nominee's contribution.
- How this person's service impacts the community and better the lives of the people of Hawai'i.
- How the service strengthens the ties between the university and the community.
- How long has this service been performed.

Supporting Letters

Two letters of recommendation must accompany this nomination statement.

Letters must:

- State how long the recommender has known the person and in which capacity, such as professional, personal, student, teacher, or family.
- Attest to the individual's high achievements in teaching, research and service to the community.
- Describe the duration and the kind of volunteer service that has been performed.
- Describe how the service strengthens ties between the university and community.

Deliver to: Chair
Faculty Service to the Community Award Committee
c/o Office of Faculty Development & Academic Support
University of Hawai'i at Manoa
1733 Donaghho road, Kuykendall 107
Honolulu, HI 96822

Nominations and supporting letters must be received by **FEBRUARY 1, 2008.**

**Hung Wo and Elizabeth Lau Ching Faculty Service to the Community
Award**

-Manoa Campus Recipients-

Year

2000	Dolores Foley Public Administration Program	Gregory Mark Ethnic Studies
2001	Karl Kim Urban & Regional Planning	Noreen Mokuau Social Work
2002	David Bangert Management & Industrial Relations	Donna Ching Family & Consumer Sci
2003	Meda Chesney-Lind Women's Studies Program	James Pietsch School of Law
2004	Kathy Ferguson Political Science/Women's Studies	Kem Lowry Urban & Regional Plan
2005	W. Craig Howes English/ Center for Biographical Research	Davianna McGregor Ethnic Studies
2006	Patricia Blanchette School of Medicine	Charles Fletcher Geology & Geophysics
2007	Carl Bonham & Byron Gangnes Economics	Linda Cox Nat. Res. & Envir. Mgmt.