



FACULTY RESEARCH EXCELLENCE AWARDS NOMINATION GUIDELINES

Nomination Process

Department heads may solicit names of candidates for each award from department faculty and nominate one candidate for each category. Nominations may also be submitted by internal third parties. Third-party nominations consist of a letter of support signed by at least two primary faculty members from the candidate's department.

All nomination materials should be uploaded via the [online form](#). Nominations will be reviewed by the College of Medicine's Research Advisory Committee (RAC).

Submission and Review Process

- All materials should be electronically uploaded to the [online form](#). Nominators should provide the link to external supporters.
- Review and ranking of candidates will be conducted by the College of Medicine's Research Advisory Committee (RAC).
- Based on the RAC's assessment, the Senior Associate Dean of Research nominates the top-ranked candidate of each category to the Dean of the College of Medicine
- RAC members are made aware of the significance of the award and the necessity for maintaining the integrity of the evaluation process. Members of the RAC with conflicts of interest will be excluded from serving on the selection committee.

Nomination Materials

All nomination materials (nomination letter, biographical data, and external support letters) should be uploaded electronically through the [online form](#) and should include the following:

1. The internal support letters should not exceed two pages
2. Biographical data, combined into one pdf document not exceeding seven pages, should include:
 - Updated NIH Biosketch or CV
 - List of names/e-mails of individuals who will provide a letter of support. To assure timely receipt of letters, nominees should contact the respective individuals as soon as possible and provide their names and contact information to the VDR well in advance of the submission deadline
 - If available, other evidence of a nominee's impact on his/her research field:
 - List of honors and awards
 - Weblinks to third party commentaries, magazines (The Scientist, Scientific American, etc.), or renowned media (NYT, etc.) referring to the nominee's research
 - Membership in professional and honorary societies
3. PDFs of a maximum of three outstanding publications combined into one PDF document
4. Three to five external letters of support. It is highly recommended to solicit letters from established, high-impact investigators not affiliated with Texas A&M. Letters from recent collaborators (less than five years) are not considered.

Inquiries

Inquiries may be directed to the Senior Associate Dean of Research at com-researchoffice@tamu.edu.