

2016 Chancellor's Award for Postdoctoral Research

The *Chancellor's Award for Postdoctoral Research* recognizes the important contributions that postdoctoral scholars make to UCLA's research mission. Awardees will each receive a plaque and a stipend ranging from \$1000 - \$5000, to be presented at the UCLA Postdoctoral Scholars Awards Ceremony on January, 10, 2017 at the California NanoSystems Institute.

Eligibility

The Chancellor's Award for Postdoctoral Research honors outstanding research accomplishments by a UCLA postdoctoral scholar. To be eligible for the Award, an individual must:

- Hold or have held an appointment as a UCLA postdoctoral scholar for at least 9 consecutive months between January 2016 – December 2016. The appointment must have been made through the Graduate Division in accordance with University policy;
- Be nominated by his or her mentor and selected as one of up to two nominees by the department in which the postdoctoral scholar holds his/her appointment;
- If selected, be present to receive the prize in person at the UCLA Postdoctoral Research Awards Ceremony on January, 10, 2017.

Selection criteria will include:

- Innovation and creativity of the research;
- Research productivity while a UCLA postdoctoral scholar, as evidenced by publications, presentations, inventions, performances, products, etc.;
- Leadership by the postdoctoral scholar if a member of a research team or collaborative effort;
- Scholarly distinction, such as awards or other recognition for the postdoctoral research, or other evidence of the impact of the work ;
- Significance of the nominee's work to the research field or its impact on society.

Nomination package

The dossier submitted by the department should consist of a single PDF file, containing the following materials in order.

1. **Nomination Cover Sheet**: Nominee and Mentor contact information.
2. **Chair's letter of submission** (1 page): The Department Chair should provide a brief cover letter, addressed to the *Selection Committee, Chancellor's Postdoctoral Research Award*, forwarding the nomination. If the department is nominating more than one scholar, the Chair should rank them and provide a very brief rationale.
3. **Cover letter from the Faculty Mentor(s)** (≤ 3 pages): The letter should be addressed to the *Selection Committee, Chancellor's Postdoctoral Research Award*. Please review the selection criteria. In no more than 3 pages (minimum

11 pt. font), the letter should describe the nominee's postdoctoral research at UCLA, the nominee's specific contributions to the research, the nominee's research productivity, and the significance or impact of the work. Mentoring or other activities that were relevant to the project's success may also be described. The letter should present a clear case, based on the supporting evidence in the nomination package, why the postdoctoral scholar merits the distinction this award represents.

The nominator should also include the following information in the cover letter:

- the nominee's total time as a postdoctoral scholar at UCLA and elsewhere;
- how many postdoctoral scholars the nominator has supervised, and how the nominee ranks among them;
- an e-mail address for further contact regarding the nomination

4. **Seconding letter(s)** (≤ 3 pages each): At least one but no more than two additional letters should be provided in support of the nomination.
5. **Research abstract** (together on one page): Please provide an abstract of no more than 350 words describing the nominee's postdoctoral research accomplishments. The abstract should be written for a general academic audience, as faculty from diverse fields will review the nominations. Do not list the number of papers, awards, degrees, etc. in the abstract. At the top of the abstract, please indicate: (1) the nominee's name; (2) his/her department; (3) the name(s) of his/her research mentor(s) and the department(s) in which they hold appointment(s); (4) 5 -10 key words that describe the research, to help assign nomination reviewers.
6. **Research Citation**: A 3-5 sentence *summary*, no more than 150 words, of the abstract written in layman's, non-specialist language for publication in the printed ceremony/reception program.
7. **Curriculum vitae of the postdoctoral scholar**: The postdoctoral scholar's CV is an important component of the nomination package. It should include contact information (including e-mail), academic degrees earned, and postdoctoral appointment history, including locations, dates, mentors and very brief (<75 word) research description(s). The CV should include awards and honors, publications, presentations, inventions, performances, etc., as well as professional memberships and relevant activities. Entries that relate directly to accomplishments while a postdoctoral scholar at UCLA must be highlighted in some way (e.g., colored font or highlighted text). It would be helpful to include URL or doi links to journal articles.
8. **Publications**: A maximum of 2 publications or articles in-press (accepted manuscripts) and 2 press releases may be appended to the nomination.
9. **Photo**: A recent photo of the nominee. The digital image should be a separate attachment, not part of the PDF file. Photos should satisfy these guidelines:

- headshot or portrait
- high resolution JPG (minimum 300 dpi)
- NOTE: Photos taken with a smart phone and saved as “actual size” will suffice.

Timeline

Mid-November: Nominators submit nominations to the department chair for pre-screening (deadline to be set by department).

Late November: Department chairs or their designees select up to two nominations to go forward.

Nominations are due at the Graduate Division 5:00 PM, Wednesday, November 30, 2016. Send the complete PDF dossiers to pmcdonald@grad.ucla.edu.

Submission process

The faculty mentor (nominator) should first confirm the nominee’s eligibility by visiting the Graduate Division’s website at <https://grad.ucla.edu/gss/postdocdir/> or by contacting the coordinator of postdoctoral appointments at postdoc@grad.ucla.edu.

In addition to writing the primary nomination letter, the faculty mentor is responsible for collecting the materials for the nomination package, which he/she submits to the department chair or his/her designee. The department chair is responsible for creating a process for selecting and ranking the nominations the department will submit. Departments may submit at most two (2) nominations. Large departments that have compelling reasons for submitting more than two nominations may contact the Graduate Division to discuss additional nominations.

Selection Process

The Award Selection Committee will include deans and senior faculty whose research expertise spans the nominees’ fields of endeavor.

The award recipients will be announced at the UCLA Postdoctoral Research Awards Ceremony on **January, 10, 2017**, hosted by Ann R. Karagozian, Interim Vice Chancellor for Research and Robin Garrell, Vice Provost for Graduate Education and Dean of the Graduate Division. All of the nominees and their mentors will be recognized at this event.