



## EMPLOYEE RECOGNITION PROGRAM

# President's Award for Innovation 2009-2010 Application

### ELIGIBILITY

The **President's Award for Innovation** provides formal recognition to ASU faculty and staff who have worked as departmental, interdepartmental or transdisciplinary teams that have made significant contributions to ASU and higher education through innovation. This award recognizes the creation, development and implementation of innovative projects, programs, initiatives, services and techniques. The innovation might be socially motivated, economically motivated, artistically motivated, intellectually motivated or some combination of the above.

As Mahatma Gandhi said, "Be the change you want to see in the world." At Arizona State University, our employees are creating dramatic, positive change. We value innovative contributions and recognize staff and faculty who have re-imagined their roles and developed creative and inspiring higher education projects and programs.

Innovation in higher education may take a multitude of forms, including:

- Innovative collaboration between departments or institutions to develop and implement mutually beneficial outcomes.
- New processes that create new kinds of value and have a real impact.
- Innovative methods of serving and engaging students in recruitment, programming, research and learning.
- Innovative solutions to sustainability issues that meet the needs of the present while enhancing the ability of future generations to meet their own needs.
- Innovative university reorganization or restructuring to meet the challenges we face in the 21<sup>st</sup> century.

### AWARD CRITERIA

The award application must address the Award Criteria outlined in Form 3 (see page 5). The innovative project, program, initiative or technique must be ongoing and the results must have been sustained for a minimum of six months prior to submission.

### SUBMISSION INFORMATION

Before 5pm

Thursday, Jan. 14, 2010

Email the complete application, Forms 1 & 2 and abstract as one MS Word attachment:

**EMAIL:** Linda Uhley  
[linda.Uhley@asu.edu](mailto:linda.Uhley@asu.edu)

### QUESTIONS?

Linda Uhley | 480.965.5089  
[linda.uhley@asu.edu](mailto:linda.uhley@asu.edu)



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### APPLICATION AND ACCOMPANYING MATERIALS

You must submit a **complete application packet** to qualify for the award.

1. The application must contain a complete description of the innovative project/program and the results in **five or fewer typewritten pages** in font 10 or larger, single-spaced, including all charts and graphs.
2. Submit the contact information and team roster (Forms 1 and 2).
3. On a separate page, write a **short abstract of 180 words or less** that summarizes the project. This abstract will be used for promotional purposes and will not be counted toward the five-page limitation.

### SELECTION PROCESS

This is a single-level award for which there may be multiple recipients. A review group appointed by the President will evaluate the submissions and determine the recipients of the President's Award for Innovation. The recipients of the award will be recognized at a reception and award ceremony with President Michael Crow in April 2010.

### WRITER'S BRIEFING

A writer's briefing will offer tips to organize and write submissions that best represent your team/project efforts. Learn to present your information concisely and clearly so award examiners can easily review your submission against the award criteria.

### IMPORTANT DATES

**November 19, 2009**

**December 9, 2009**

**10-11:30am | Tempe**

**November 20, 2009 11:30am-1pm | Interdisc A Room 111**

This session is for the Innovation Award only. Lunch will be provided. Space is limited, so register to attend this session by November 17.

**Application due | January 14, 2010**

**Award recipients notified | March 11, 2010**

**President's Recognition Reception | April 2010**

### REGISTER

[linda.uhley@asu.edu](mailto:linda.uhley@asu.edu)

480.965.5089

Be sure to register at least **three days** prior to session.



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APPLICATION - Form 1

TEAM INFORMATION

Form with fields: Team Name or Project/Program Name or Name of Innovation; Team Leader's Name; Phone; Email; Mail Code.

CONTACT INFORMATION

Form with fields: Contact Person's Name; Phone; FAX; Email; Mail Code; Relationship to Team.

I certify that the information submitted as part of the application form is true and accurate to the best of my knowledge.

Form with fields: Name; Date.

IMPORTANT NOTE

The contact person is the person who wrote the application for submission and can answer questions about it.



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<b>TEAM ROSTER – Form 2</b>
<b>Name or Title of Innovation</b> (This name will appear on the award.)

**Team Members List**

To be included, team members must have regularly attended team meetings, actively participated in problem-solving and decision-making activities, and contributed significantly to the program or project. **Please check spelling for accuracy because this list will be used to create award certificates.**

**CLASSIFICATIONS**  
 F = faculty | S = staff | SD = students | N = non-ASU team members

NAME	DEPARTMENT	MAIL CODE	PHONE	CLASSIFICATION: Check One			
				F	S	SD	N
1							
2							
3							
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**2009-2010 AWARD CRITERIA – Form 3**

**CRITERIA**

Award applications are evaluated using the following criteria. Scores are determined by rating the degree to which the innovation application meets the criteria in each category.

**Background – the context for the innovative project/program (10%)**

- Outline the condition/situation that existed prior to involvement by your team.
- Identify the problem or need and who/what was affected by it.

**Originality – emphasize what makes this project/program innovative (20%)**

- Describe the innovative/creative way that your team responded to the challenge.
- Is the innovation (the project, program, process, product, approach, strategy, improvement, venture or solution) a totally new idea or approach within your discipline/department, within ASU or within a university setting? If this is an adaptation or refinement of an existing idea or approach, credit the original idea and describe the adaptation.
- How does this innovation compare to traditional ASU methods?

**Development – who, what, why? (20%)**

- Identify the internal and/or external partners who helped determine the need and/or develop the innovative project, program and/or solution.
- Describe the development of the innovative idea and outline the goals and objectives of the project/program.
- Describe how this project/program uses the resources of ASU to develop and implement creative solutions to specific challenges.

**Implementation – who, what, how, when? (20%)**

- Identify the internal and/or external partners who helped implement the project/program.
- Describe the project/program and how and when it was implemented.
- Explain how this project/program aligns with and supports ASU's innovation initiative.

**Results and Benefits – showcase the accomplishments (30%)**

- Specify the outcomes. Describe the impact and scope of the project/program.
- List the methods used to measure and monitor results/benefits and provide specific details, data and observations that document positive quantitative and qualitative results. How long have the positive results been sustained?
- Is this innovation portable? Does it lend itself to widespread application to other parts of ASU or to other organizations?