

ISAAC L. JORDAN SR. FACULTY AND STAFF PLURALISM AWARDS

Scope

This policy pertains to the Isaac L. Jordan Sr. Faculty and Staff Pluralism Awards and applies to faculty and staff who are regular employees of the university.

Policy Statement

The Isaac L. Jordan Sr. Faculty and Staff Pluralism Awards constitute a university-wide award program that recognizes staff and faculty members for their significant contributions to enhance diversity, pluralism, and inclusion within and outside of RIT. As RIT's first chairperson of the Commission for Promoting Pluralism, Isaac L. Jordan, Sr. left a dramatic impact. For many on the RIT campus, he represented the best of the human spirit. This award in his name assures the continuance of his legacy and honors those who carry out his work.

Two awards may be given annually: one to a faculty member and one to a staff member at the Rochester Institute of Technology. All nominees will receive a certificate that honors their accomplishments.

1. Eligibility for the Awards

- a. Individuals nominated for an award must be a staff or faculty member at RIT who are regular employees of the university and have completed at least three years of continuous service.
- b. No individual shall be eligible to receive the award more than once every seven years.
- c. A nominee may be an individual whose position responsibilities are not focused on diversity, but who routinely and voluntarily makes diversity a priority in much of what he or she does. Alternatively, the candidate may be one whose major work responsibilities at the university include the implementation of diversity initiatives, but who also consistently explores unique ways to go above and beyond expectations.

d. Members of the awards selection committee shall not be eligible for the award in the year that they serve on the committee. However, a member may resign from the committee in order to be eligible for an award.

2. Criteria for the Awards

a. Each candidate shall meet the eligibility requirements detailed above.

b. Candidates shall have clearly and unequivocally demonstrated superior commitment to the enhancement and development of pluralism and diversity on the RIT campus in ways that have made a quantifiable impact that can be substantiated.

c. Faculty candidates shall have made significant contributions to the cause of diversity, pluralism, and inclusion with the goal of examining, enhancing, and promoting these ideals in ways including, but not necessarily limited to, the following:

1. developing and delivering innovative course curricula that encourage students to critically examine, discuss, share, develop, and promote their understanding of diversity
2. developing inclusive teaching methods that foster thought and dialogue concerning issues of pluralism
3. disseminating scholarly research or other creative work that examines, reviews, develops, and/or promotes issues of diversity
4. developing programs that serve to enhance the recruitment, retention, and graduation of students and/or the recruitment and retention of faculty and staff from underrepresented groups
5. providing service to the RIT and/or off-campus communities, especially in ways that serve to build connections between these two groups in an effort to enhance and foster issues of pluralism
6. participating in the mentorship of undergraduate and/or graduate students outside of the classroom in ways that serve to enhance their understanding and promotion of issues that involve diversity
7. developing programs that serve to encourage an open dialogue concerning issues of diversity and pluralism among various campus constituencies

d. Staff candidates shall have made significant contributions to the cause of diversity, pluralism, and inclusion with the goal of examining, enhancing, and promoting these ideals in ways including, but not necessarily limited to, the following:

1. promoting cultural awareness by encouraging students, staff, and faculty to examine, discuss, share, develop, and promote their understanding of diversity
2. creating and maintaining a diverse and supportive campus climate and environment
3. transforming the recruitment, retention, and graduation (or success) of students and/or the recruitment and retention of faculty and staff from underrepresented (or diverse) groups
4. providing service to the RIT and/or off-campus communities, especially in ways that serve to build connections between these two groups in an effort to enhance and foster issues of pluralism
5. participating in the mentorship of undergraduate and/or graduate students outside of the classroom in ways that serve to enhance their understanding and promotion of issues that involve diversity
6. developing programs that serve to encourage an open dialogue concerning issues of diversity and pluralism among various campus constituencies

e. Each candidate's achievements have been attested to by persons, on and/or off campus, who are familiar with those achievements and who are capable of evaluating them.

f. Each candidate has been involved with and served the RIT community.

Procedures

3. Nomination Process

Nominations may be submitted by individuals who wish to be considered on their own behalf, by co-workers who wish to nominate a colleague, or by students, parents, faculty, staff or others who may benefit from, or are aware of the nominee's efforts.

Nomination materials will be available to all campus constituents through the office of the Commission for Promoting Pluralism or the commission's website at <http://jordan.diversity.rit.edu>. Completed nominations must be submitted according to the instructions provided with the nomination form.

4. Charge to the Pluralism Award Selection Committee

The Pluralism Award Selection Committee shall consist of a diverse group of members from the President's Commission for Pluralism and Inclusion

and one member from each of RIT's governance groups: Academic Senate, Staff Council and Student Government.

The purpose of the committee is to decide upon an outstanding individual who satisfies the various criteria for each award. The evaluation process is to be an active one on the part of the selection committee. To ensure that the selection is as fair and unbiased as possible, the committee shall strive to obtain its information from sources other than the candidate or sources provided by the candidate. The spirit of the search is to be as impartial as possible, with the responsibility for collecting information resting with the committee.

In its efforts to determine an award recipient, the committee shall:

- a. Accept and evaluate recommendations from alumni, staff, students, deans, department head/directors, faculty members, and anyone else who is familiar with the nominee's work.
- b. Ascertain that each nominee is eligible.
- c. Obtain a signed consent form from each nominee agreeing to the evaluation.
- d. Exercise discretionary authority in the evaluation of the nominees. (The candidates shall have earned the respect and confidence of the RIT faculty, staff and community.)
- e. Use a variety of procedures and evidence to investigate nominees such as:
 - soliciting letters of support from persons familiar with the nominee's work
 - soliciting a resume, personal statement, and/or any other materials from the candidate
 - interviewing students, faculty, staff, deans, department heads/directors, or any other persons who are familiar with the nominee's work
 - interviewing the candidate
 - observing the candidate in the classroom or other work environment
- f. Evaluate nominees without discrimination, including, but not limited to, discrimination based on race, color, creed, religion, gender, age,

national origin, marital status, sexual orientation, gender identity, gender expression, language use, and physical ability.

The committee may also choose not to select an award recipient if it determines that none of the nominees meets the selection criteria.

5. Presentation of the Awards

Each recipient will receive an artistic rendition of a flame, representing the spirit of diversity, and a net cash prize of \$1,000. The presentation of the awards shall be at a public ceremony to which all constituent parties of the university have been invited. The award shall be presented by the president or by a representative of the president. All nominees will be recognized.

Approved by Institute Council on November 2, 2011