

## Application for the Robert C. Williams Award

### Purpose

In memory of the life and service of Robert C. Williams, who was Academic Vice President and Dean of the College from 1985 to 1987, Muhlenberg College honors a junior member of the faculty each year for distinguished scholarship and research or public performance.

### Due Date

Applications are submitted in the spring semester, typically during the second week of March. Faculty members should anticipate information about the exact date through an email sent out during the spring semester.

### Eligibility

All junior tenure-track faculty are eligible. Faculty can apply for this award up to and including the year in which they stand for tenure.

### Application Process

An application should be submitted electronically to the current chair of the Faculty Development and Scholarship Committee. Please assemble all your materials into a single pdf file. Regardless of your academic discipline, your application must make sense to all committee members. Provide sufficient background information so that they can understand the nature and significance of your work. At the start of the narrative, include your name, department, and tenure-track years at Muhlenberg.

Your application must include a one- or two-page narrative statement (single spaced, 12 pt font, Times New Roman) illustrating the significance and potential impact of past and current work, including:

- a. Scholarship (e.g., articles, book chapters or book publications, presentations, performances, exhibitions, etc.) completed at Muhlenberg
- b. Scholarship in progress
- c. Additional information that illustrates the significance and potential impact of your scholarship within the field of study and beyond Muhlenberg. This could include: evidence of the relative quality, prestige, and/or competitiveness of the press, journal, or performance venue where it was presented; the significance of the work within the parameters of your discipline; the number and/or quality of reviews; letters from relevant editors and/or experts in the field; upcoming performance call; or any other information that would help FDSC recognize your work as particularly distinguished.

### Award

The award recipient will receive a \$500 stipend paid in June. Only one Williams award is made each year.

### Selection

1. Applications are reviewed by FDSC.

2. In evaluating the grant proposals, members of FDSC place the highest priority on the quality of the application submitted and the merits of each applicant's past work conducted at Muhlenberg and current scholarship or artistic/creative work.
3. The Committee submits a written recommendation concerning the applications to the Provost, who makes the final decision.

#### Honors

The recipient is announced at Honors Convocation.

#### Responsibilities

There are no responsibilities.