



# New Faculty Orientation:

## Viterbi Faculty Awards Office

# Viterbi Awards Office



- The role of the Viterbi Awards office is to serve as a resource to Viterbi faculty, Department Chairs and the Dean's Office in nominating Viterbi faculty for national and international awards, fellow and advisory committee opportunities.
- Reports to Mahta Moghaddam, Interim Vice Dean for Research.
- Staff:  
Branka Cvejic, Faculty Awards Administrator (bcvejic@usc.edu)  
Kim Matsunaga, Faculty Awards Coordinator  
(kim.matsunaga@usc.edu)



# Examples of Nominations

- We submit nominations for early-career, mid-career, and senior level awards
- Some examples include:
  - *MIT Tech Review 35 Innovators Under 35*
  - *Popular Science Brilliant 10*
  - *Popular Mechanics Breakthrough Award*
  - *Lemelson-MIT Prize*
  - *Anita Borg Early Career Award*
  - *IEEE Eric E. Sumner Award*
  - *ACM, IEEE, AIMBE, ASME Fellow*
- The Viterbi Awards office submits approximately 90 nominations per year with a 27% success rate.

# Award Tracking and Publicizing



- Faculty enter their own awards on **myViterbi** site using the Honor Notification Tool. Department Chairs screen and distribute.
- The types of awards that should be reported: best paper awards, society awards, fellowship distinctions, and national and international awards.
- Grants and contracts should not be entered here, with the exception of Early Career Awards/Young Investigator Awards/Pioneer Awards which are also considered to be distinctions.

# Honor Notification Tool



myViterbi

USC Viterbi  
School of Engineering

[Switch to Student System](#) [Viterbi IT Resources](#) [Feature Request](#) [Viterbi Service Desk](#) [Logout](#)

## Announcements

## Common Viterbi

- Document Repository
- Faculty Image Archive
- Viterbi Service Desk
- Viterbi Space Reservation & Conference Room Search

## Departmental Tools

- Faculty Award Catalog and Nomination Tracking System
- Honor/Award Notification Tool

## + My Info

### Today's Viterbi Events

- All Day - Meet USC: Admission Presentation, Campus Tour, & Engineering Talk
- All Day - Six Sigma Black Belt

Visit the Viterbi Events Calendar for more events.

### Recent Viterbi News

- "She Knows Everybody's Name"
- Inspired by Space to Do Groundbreaking Work in Engineering
- Understanding Comes from Building
- Online Education Opens New Opportunities for Venezuelan Engineer

Visit [viterbi.usc.edu](http://viterbi.usc.edu) for more news.

## - My Tools

Create links to frequently used tools. [Click here to begin.](#)

# Eligibility for future distinctions



- Our office is available to check on various eligibility requirements for faculty. Please do not hesitate to contact us!
- Contact info:
  - Branka Cvejic, [bcvejic@usc.edu](mailto:bcvejic@usc.edu)
  - Kim Matsunaga, [kim.matsunaga@usc.edu](mailto:kim.matsunaga@usc.edu)