



# Office of Viterbi Faculty Honors & Awards

## 2024 New Faculty Orientation

# Agenda



- 1. About the Office of Viterbi Faculty Honors & Awards**
- 2. Getting “Award-Ready”**
- 3. The Nomination Process**
- 4. Won an Award? Now What?**
- 5. Contact us!**



# About the Office of Viterbi Faculty Honors & Awards

- **OUR MISSION** is to ensure that the outstanding contributions of the Viterbi faculty are duly recognized and celebrated.
- **OUR SERVICES** include comprehensive support services aimed at identifying, researching, and coordinating award nominations for faculty members. Our efforts include mapping out individual award trajectories, beginning with smaller recognitions that build a foundation for more prestigious honors. Early involvement is crucial to maximize the potential for success.
- **OUR GOAL** is to submit 100+ nominations annually. We aim to increase our current success rate of 32% by strategically aligning faculty with appropriate opportunities and collaborating with all involved parties to develop robust nomination packages.

# Examples of awards we manage



- **Early Career** (i.e., TR35, NAE Frontiers of Engineering, New Voices in STEM, Ellis Island Beacon Award, C&EN Talented 12)
- **Society-sponsored** (i.e., research, teaching, technical achievement, mentoring, service, and women or diversity-focused awards and medals)
- **Society Fellow Elevations** (i.e., AAAS, AAI, ACM, IEEE, AIMBE, ASME, ASCE, ACS, SES, ASEE, APS, AIChE, AIAA, NAI, TMS)
- **Regional** (i.e., Orange County Engineering Council, Engineers' Council, Los Angeles Business Journal, IEEE Regional Awards)
- **National** (i.e., Ellis Island Medal of Honor, National Medal of Science, National Inventors Hall of Fame, Television Academy)
- **International** (i.e., Dan David Prize, Yidan Prize, Samsung Ho-Am Prize, L'Oréal for Women in Science, MassRobotics Rising Star and Robotics Medal)

*We do not process grants or internal nominations.*

# Getting Award-ready



- Please post/link your current CV in MyViterbi and on your profile page in the Viterbi Faculty Directory.
- **Be sure to keep your CV, Research Statement, and Faculty Directory profile updated regularly.**
- The Awards Office uses this information to load its database, search for award matches, and confirm eligibility.

# Ready to be nominated?



## PLEASE CONTACT US!

- Reach out if you are interested in pursuing an external faculty award or seek details about nomination requirements.
- You may also recommend and/or nominate a colleague for an award.
- **STAY TUNED!** An internal, searchable Faculty Awards Catalog will be launched soon!

# The Nomination Process



## What we can do to support you:

- Research nomination criteria, elements, and timeline
- Confirm eligibility requirements are met
- Reach out to nominator/references and coordinate their contributions
- Edit drafts of nomination forms and statements of support
- Assemble all elements and ensure they are submitted by the deadline

## What we ask of you:

- Allow us plenty of lead time (three months before the deadline)
- Share your current CV
- Provide names of potential nominator(s) and reference(s)
- Provide nomination and/or research statement drafts
- Keep up your society memberships to qualify for future elevations
- Suggest awards for current and/or future candidacy

# Won an award?



- If you receive an award, please share the news through the **Faculty Honor Notification Tool** in MyViterbi.

## WHY?

- Department chairs screen and release the information for appropriate distribution to the Dean and our Communications team.
- Reported awards are included in an assessment for annual bonuses and merit increases.
- Reported awards are displayed on the **Viterbi Awards and Honors** webpages: <https://viterbischool.usc.edu/awards/>.
- Reported awards appear in Viterbi News, where applicable.



# Faculty Honor Notification Tool

<https://myviterbi.usc.edu/>



myViterbi

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[Switch to Student System](#)

[Viterbi IT Resources](#)

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## Announcements

## Common Viterbi

- [Document Repository](#)
- [Faculty Image Archive](#)
- [Viterbi Service Desk](#)
- [Viterbi Service Reservation & Conference Room Booking](#)

## 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](#) for more news.

## - My Tools

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

# Office of Viterbi Faculty Honors & Awards:

## Department Contacts



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Faculty Awards Coordinator

**AME, CEE, CS, EIS, MFD, ITP**

<https://viterbischool.usc.edu/awards/officeofawards/>



**Won an award? Boast it.**

**Updated your CV? Post it.**

**Ready to be nominated? CONTACT US!**

**We look forward to working with you!**



**Thank you.**