



2018 CUTC Administrative Leadership Award

Nomination Deadline: October 31, 2018

The "CUTC/ARTBA Administrative Leadership Award" is given annually to an individual in a staff position or non-tenure-track faculty position in support of administration of a CUTC member institution transportation center (examples include rank of director, assistant director, program manager, research faculty, research engineer or scientist, staff or administration). The award recognizes outstanding administrative leadership contributions to the transportation field by non-academic appointments. **The award recipient will receive a certificate of acknowledgement and a check for \$750.**

Who Can Enter?

The CUTC/ARTBA Award for Administrative Leadership is open to all CUTC member schools that are in good standing. There is NO LIMIT to the number of nominations that may be submitted from an institution. To be eligible for this award an individual must:

1. Hold a full-time, non-tenured or non-tenure track position within a transportation education or research program at a CUTC member university.
2. Be nationally recognized for their leadership contributions to the field of transportation.

What must be submitted?

1. All applications must be submitted online.
2. In 250 words or less, explain why this individual should receive the "CUTC/ARTBA Award for Administrative Leadership." Please note the award selection criteria.
3. Supporting Biographical Information: Although no length or format is specified, please note the award criteria and include information that addresses all elements.

When are entries due?

Online submissions must be completed by October 31, 2018.

How are winners selected?

The award recipient will be chosen from eligible nominees based upon demonstration of superior performance of leadership duties. The following evaluation criteria will be used:

1. **Demonstrated leadership in the development and delivery of programs.** This includes innovative transportation education, workforce development, technology transfer and research activities, and supporting the field of transportation. Metrics used

to show leadership could include the number of activities developed and implemented, number of participants engaged, and the national impact of these efforts.

2. **Demonstrated leadership in the development of best practices and administrative efficiency in the delivery of the program described in criterion 1.** Metrics used to show leadership could include the adoption of new policy, procedures or measured improvements in organizational efficiency by other organizations or institutions.
3. **Demonstrated willingness to assist others in the betterment of transportation program delivery.** Metrics used to demonstrate assistance could include case studies.
4. **Participation in professional organizations.** Metrics could include membership in appropriate professional groups, leadership positions held and activity in associated committees.
5. **Public service.** Evidence might include service to the university, community, schools, public interest groups or any significant activity not covered by items 1 through 4.

Awards Notification

Winning entries will be notified on or before November 30, 2018. All applicants will be notified of the results of the Selection Committee.

Awards Presentation

Winners will be recognized at the CUTC Annual Awards banquet held January 2019 in Washington, D.C.

For additional information?

Contact Melanie Laird at 202-683-1029 or email mlaird@artba.org.