



New Faculty Orientation:

Viterbi Faculty Awards Office

Viterbi Faculty Awards Office



- The Viterbi Awards Office serves as a resource to Viterbi faculty, department chairs and the Dean's Office to identify, research and support faculty nominations for a variety of professional distinctions: **national and international prizes; academy memberships; society fellows, medals and awards; and regional honors.**
- The office reports to Maja Matarić, Vice Dean for Research.
- It is staffed by:
 - Kim Matsunaga, Faculty Awards Administrator
 - Kelly Wynn, Faculty Awards Coordinator



Nominations We Support

- We submit nominations for early-career, mid-career, and senior level awards, including awards such as:
 - *MIT Tech Review 35 Innovators Under 35*
 - *Popular Science Brilliant 10*
 - *Popular Mechanics Breakthrough Award*
 - *Lemelson-MIT Prize*
 - *Anita Borg Early Career Award*
 - *National Academy of Inventors*
 - *IEEE Eric E. Sumner Award*
 - *ACM, IEEE, AIMBE, ASME Fellow*
- The Viterbi Awards office typically submits up to 90 nominations per year with a 30% success rate.

Award Tracking and Publication



- Faculty self-report awards they receive on **myViterbi** using the *Honor Notification Tool*. Department Chairs screen and release the information as appropriate.
- Types of awards that should be reported: All and any, including best papers.
- The Awards Office does not handle grants or internal awards, but we do post on our webpages specific early career fellowships and grants, USC and Viterbi awards, and best papers.



Honor Notification Tool

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

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 for more news.

- My Tools

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



Contact us!

Viterbi School Faculty Awards Office

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EGG Building, 2F
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Faculty Awards Office

up to 90
Nominations
per Year

31%
Success
Rate

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Award Nomination Process

Identify
potential
award
relevance,
eligibility, and
qualifications

**CONTACT
AWARDS
OFFICE**

Why are awards Important?:

Awards recognize the excellent work of our faculty. They also serve to elevate the profile of USC and the Viterbi School nationally. Early career award nominations are strongly encouraged because they lead to greater awards; early career awards accounted for about 40% of nominations submitted last year.

Types of award nominations we process:

- » International/national awards and prizes (i.e., TR35, Guggenheim Fellowship, Wolf Prize)
- » National academies (i.e., NMTI, NAI, presidential awards, American Association for the Advancement of Science)
- » Society awards (i.e., fellow elevation, medals, awards)
- » Symposium participants (i.e., NAE Frontiers of Engineering)

How the Awards Office supports faculty:

- » Matches awards to faculty
- » Confirms nominees meet eligibility requirements
- » Reaches out to nominators and references
- » Drafts letters, as needed
- » Tracks and manages all final nomination elements for submission

What we ask from the faculty:

- » Names of potential nominators and references
- » Current CV
- » Draft of nomination/research statement
- » Required nomination elements (selected patents, publications, citations)
- » Award receipt notification through the myViterbi Honor/Award Notification Tool