Sinclair Community College has participated in the League’s *Innovation of the Year Award* for **31 years**! We should all be very proud of the significant innovations the College has recognized since 1989. These innovations have improved the institution’s ability to serve our students and the community.

**Nominations**

An *Innovation of the Year* project or program reflects capstone achievements and the continuing renewal of the spirit of innovation and experimentation upon which the League was founded. It is one that fits with the culture of the college while aligning with at least one of Sinclair’s Core Strategies: (1) access (2) growth; and (3) equity. This opportunity is open to all Sinclair employees: faculty, administrators, professionals and support staff (full-time and part-time). Please consider nominating yourself or others by completing the attached application.

**The Innovative Project**

An Innovation of the Year project should be original and creative; be repeatable at Sinclair or other colleges; be aligned with at least one of Sinclair’s core strategies; be operational no more than five years; and must not be submitted more than twice within a five year period.

Awards are granted in **eight categories**: (1) workforce preparation and development, (2) learning and teaching, (3) student services and activities, (4) research, assessment, and accountability, (5) resource development, (6) basic skills and developmental education, (7) leadership and organization, and (8) diversity, equity and inclusion.

You can receive more information about the League at [https://www.league.org/ioy](https://www.league.org/ioy). We also have a dedicated website that includes the updated IOTYA application, a review of the innovation criteria (timeliness, creativity, quality, efficiency/effectiveness, cost effectiveness and replication) and highlights our previous recipients. Go to: [https://www.sinclair.edu/about/offices/provost/innovation-of-the-year/](https://www.sinclair.edu/about/offices/provost/innovation-of-the-year/).

**Honoring the Recipient(s)**

The recipient(s) of the 2020 *Innovation of the Year* will be recognized at a reception held by their division, and a plaque and written commendation will be sent to the recipient(s) by the League for Innovation. Additionally, one recipient of the Innovation of the Year award will have the opportunity to present their project at the Annual STEMTech Conference (held in November) or the Innovations Conference 2021 (held in February or March). These conferences are premier events for professionals dedicated to improving teaching and learning, and discovering new approaches for enhancing the community college experience.

If you have questions, please contact Amanda M. Romero, Chair, Innovation of the Year Committee, at 512-2366 or any member of the *Innovation of the Year Award Selection Committee*: Robert Chaney, Anita Gilkey, Greg Hollenbaugh, Matt Massie, Jeff Miller, Claudia Potts, and Tim Waggoner.

**DEADLINE:** Monday, February 17, 2020 by 5:00 p.m.

The application form is available at [http://our.sinclair.edu/forms.cfm > Forms Central > Miscellaneous.](http://our.sinclair.edu/forms.cfm) Please submit the application electronically to Amanda Romero (amanda.romero@sinclair.edu).
An Innovation of the Year project or program exemplifies the spirit of originality, creativity, and innovations that are characteristic of League colleges. It is one that fits with the culture of the college while aligning with at least one of Sinclair’s Core Strategies.

**Complete the form, not to exceed five pages** (excluding necessary attachments). Use Times-Roman at 12-points.

**Name(s)**

**Dept./Area**

**Title of Project/Innovation**

**Innovation Type**: Select the most appropriate area(s) of innovation.

- Student Services and Activities
- Basic Skills & Developmental Education
- Workforce Preparation & Development
- Resource Development
- Leadership and Organization
- Research Assessment & Accountability
- Learning and Teaching
- Diversity, Equity, and Inclusion
- Other: ______________________________

1. **Briefly and clearly describe your creative innovation**. (A 100-word narrative). If your innovation is selected, this description will be used on the League’s website and other marketing materials.

2. **Summarize and describe how your project meets the following criteria:**
   a. **Timeliness**: Demonstrate that your innovation has been implemented for at least two (2) years, long enough to be tested to meet the criteria below (b-f). The project cannot be more than five (5) years old. (Note: An application should not be submitted more than twice within a five year period).
   
   Start Date of Project: ______  End Date of Project: ______

   b. **Creativity**: Describe how your innovation is original and creative.

   c. **Quality**: How has your project improved the quality of programs, services, or operations at Sinclair?

   d. **Efficiency/Effectiveness**: How has your innovation improved the efficiency of your program/service?

   e. **Cost Effectiveness/Effectiveness**: How has your innovation contained or reduced costs? How does your innovation add value to the college?

   f. **Replication**: How might your innovation be applicable to other departments and/or colleges?

The Committee may invite one individual from the team to give a brief presentation of your project.

Name of Contact Person ______  Phone ______

**Checklist**

- [ ] Completed application using Times Roman at 12-points.
- [ ] Your application should not exceed five pages. (PowerPoint presentations not accepted.)
- [ ] Submit your application to Amanda M. Romero at amanda.romero@sinclair.edu.
“SUGGESTED” TIPS FOR WRITING YOUR INNOVATION OF YEAR AWARD APPLICATION

Innovative Definition: An innovative project or program is one that fits with the culture of the college while aligning with at least one of Sinclair’s Core Strategies.

1. Provide a clear, concise description of the innovation project. Give example(s) of real world application(s). Is there a way to actually illustrate the innovation project (i.e., a website or other means)? If so, provide details.

2. Clearly describe how the project fits the innovation definition as it relates to the Sinclair Innovation of the Year Award and include one (or more) of the Sinclair’s core strategies to which the project aligns (Growth, Alignment and Equity).

3. Provide quantitative or qualitative data whenever possible. For example: When defending the project’s cost effectiveness/efficiency, provide the dollar amount of cost/personnel/labor savings per year. When describing improved quality or efficiency/efficiency, compare or contrast with the “old” way vs. the “new” way.

4. Give concrete examples of how the project or primary elements of the project meet the criteria for innovation.

For example: Give specific examples of how the project can be replicated by others. A statement such as, “Other departments could do this as well” would not be sufficient evidence. Suggestion: The “student focus group” component of my project could be replicated by others wishing to obtain real world feedback, saving the college the expense of an outside focus group/consultant. As well, it is aligned with Core Priorities 1 and 4.

5. If your project/program does not meet minimum criteria, consider whether more time is needed to demonstrate the innovation. You can resubmit at a future date.