



DEPARTMENT OF THE NAVY  
OFFICE OF THE ACADEMIC DEAN AND PROVOST  
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ACDEAN INSTRUCTION 12450.3B

From: Academic Dean and Provost, U.S. Naval Academy

Subj: NAVAL INTELLIGENCE FOUNDATION AWARD

Encl: (1) Evaluation Rubric for the Naval Intelligence Foundation Award

1. Purpose. To describe the Naval Intelligence Foundation Award for the most outstanding graduating midshipman participating in an academic honors program, and to establish the criteria and selection procedure for this award.
2. Scope and Applicability. This instruction applies to all faculty, staff, and midshipmen attending USNA.
3. Background. In 1997, the Naval Intelligence Foundation instituted an award to recognize the most outstanding member of the graduating class enrolled in an academic departmental honors program. Academic honors programs exist in ten majors—Applied Mathematics, Economics, English, History, Mathematics, Naval Architecture, Oceanography, Ocean Engineering, Operational Research, Political Science and Systems Engineering—and are exceptionally demanding. Compared to the standard major in those disciplines, these academic honors programs require substantial additional course work and independent study, and they hold students to high standards of achievement. This award is established to recognize the most outstanding of this talented and motivated group.
4. Description. The Naval Intelligence Foundation Award, an engraved sword, is presented at the annual Prizes and Awards Ceremony to the member of the graduating class determined to be most outstanding among those participating in an academic honors program.
5. Criteria. Nominees must have successfully completed the honors program in Applied Mathematics, Economics, English, History, Mathematics, Naval Architecture, Oceanography, Ocean Engineering, Operations Research, Political Science or Systems Engineering. Trident Scholars in those academic programs will not be eligible for this award. The successful candidate's record shall demonstrate originality and creativity in addition to high academic achievement in completion of the departmental honors program. Thus, while the selection committee will consider such objective criteria as class rank and cumulative quality point rating (CQPR), these will not be the sole criteria in determining the winner. Non-academic activities and achievements will be considered only when the best candidate cannot otherwise be distinguished.

6. Action. Using the criteria established above, the following procedure will be used annually in selecting the recipient:

a. A selection committee will be established annually, consisting of the department chair or designated representative from each of the eight departments with honors programs.

b. The position of chair of the committee and responsibility for organizing the selection committee each year will be rotated annually among the eight departments in the following order: Economics, English, History, Mathematics, Naval Architecture and Ocean Engineering, Oceanography, Political Science and Systems Engineering. The Economics Department assumed responsibility for the class of 2003.

c. Each department chair may nominate one candidate for each honors program under their cognizance. The department chair will forward a package of supporting materials to the selection committee. Supporting materials include, but are not limited to, objective measures concerning grades and midshipman performance, letters of recommendation, and a one-page abstract of the honors project written by the nominee.

d. Using a voting procedure determined consensually among its membership, the committee will propose the award recipient and forward the name to the Academic Dean and Provost for final selection, via the Division Directors of Humanities and Social Sciences, Engineering and Weapons, and Mathematics and Science. The name must be forwarded to the Academic Dean and Provost no later than 15 May.

e. The committee may recommend nominees for certificates of honorable mention.

5. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

6. Review and Effective Date. Per OPNAVINST 5215.17A, Vice Academic Dean will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 5 years after the effective date unless reissued or canceled prior to the 5-year anniversary date, or an extension has been granted.



A. T. PHILLIPS

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via USNA's Intranet website, <https://www.usna.edu/Academics/Academic-Dean/Rules-Regulations/Instructions.php>

EVALUATION RUBRIC FOR THE NAVAL INTELLIGENCE FOUNDATION AWARD

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Title of Research Paper: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Points Awarded based on:

Academic CQPR (40%)

Project (50%)

(Based on creativity/originality; analysis/development of argument/depth;  
organization/overall structure/presentation of findings)

Extracurricular Activity (10%)

(includes ECA, athletics and/or Brigade involvement)

Enclosure (1)