



## MEMORANDUM

TO: All chairpersons/directors, faculty, staff, students, alumni

FROM: Marilyn Sheerer

DATE: November 29, 2016

SUBJECT: Nominations for Teaching and Service Awards

Nominations for The Chancellor's Teaching Excellence Award, The Distinguished Teaching Professorship Award, and the UNCW Distinguished Scholarly Engagement and Public Service Award are due by January 23, 2017.

All chairpersons/directors, faculty, staff, students, and alumni are encouraged to nominate, in letters stating the basis for the nomination, faculty members who have met the requirements for the teaching awards. Descriptions, criteria, and procedures for the teaching awards can be found on the "Faculty Awards" page of the Academic Affairs web page <http://www.uncw.edu/aa/Awards/awardsfaculty.html> under the heading *Teaching Awards*. The *Nominations* link on the individual award pages gives complete details.

Only chairpersons/directors may nominate faculty for the Distinguished Scholarly Engagement and Public Service Award. Information on the public service award can be found at <http://www.uncw.edu/aa/Awards/awardsfaculty.html> under the heading *Service Award* and at the *Nominations* link on the specific award page.

Nominations for the Chancellor's Teaching Excellence Award should be sent to the appropriate dean's office.

Nominations for the Distinguished Teaching Professorship Award and the Distinguished Scholarly Engagement and Public Service Award should be sent to the Provost's Office.

Please note criteria (II.A. 5) in the teaching awards material. If the same individual is nominated for both awards, she/he may submit a portfolio for consideration for only one of the awards