


NC STATE UNIVERSITY

Campus Box 7101 / 109 Holladay Hall
Raleigh, NC 27695-7101
919.515.2195
919.515.5921 (fax)

MEMORANDUM

DATE: September 7, 2010

TO: Deans
Associate Deans

FROM: Warwick Arden 
Interim Provost and Executive Vice Chancellor

RE: 2010-2011 University Teaching Awards Selection Process

Teaching and learning are at the core of our University's mission. For many years, NC State has rewarded excellence in teaching through a variety of awards and recognitions. I request your leadership to initiate and guide the process of selecting faculty to be honored for the 2010-2011 academic year. Specific time lines, criteria, process changes, selection processes, and recognition for each award as well as any related forms are located on the teaching awards web site <http://www.ncsu.edu/faculty-development/awards/index.html>.

Your first task as dean is to establish a teaching award selection/nomination committee charged to solicit and accept nominations, assure preparation of nomination materials, and submit materials for the appropriate teaching award by the deadlines stated.

Schedule of Due Dates

Completed portfolios or dossiers meeting the guidelines are to be delivered to Virginia Howell, 4th Floor, Clark Hall, Room 415 by the following dates. Nominations should include one printed copy plus a CD containing the complete submission.

Board of Governors Award for Excellence in Teaching- Due December 10, 2010

Alumni Distinguished Undergraduate Professor Award- Due January 28, 2011

Outstanding Teacher Award- Due January 28, 2011

Additionally, the Alexander Quarles Holladay Medal for Teaching Excellence portfolios are due by December 10, 2010.

Please note that the names of award nominees and recipients are **confidential** until officially announced to the campus by the Provost. Activities and deliberations of the selection committees are also confidential.

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The Associate Dean for Academic Affairs in each college will be the contact for this process unless otherwise indicated. If another person is designated or if you have questions or concerns, please call or e-mail Virginia Howell (513-3636, virginia_howell@ncsu.edu).

We look forward to working with you this year to recognize the outstanding performance of NC State faculty.

WAA/vch

cc Betsy Brown, Vice Provost for Faculty Affairs
Virginia Howell, University Teaching Awards Administrator
Gary Roberson, Chair, Evaluation of Teaching Committee
D. Kathy Hart, Associate Executive Director, Alumni Association
Margery Overton, Chair of the Faculty
Kelly Hook, President, Student Body
Stephen Kouba, President, Student Senate
Department Heads