DEAN'S LECTURE AWARD
NOMINATION GUIDELINES

At minimum the nomination package must include the following. Please note that this is the minimum required, and that the most persuasive nominations are those which provide the most detailed evidence.

* Letter from a faculty colleague in nominee’s field describing the nominee’s achievements as both a teacher and a scholar.

* Letter from the nominee’s department chair supporting the nomination with the nominee’s curriculum vitae attached.

* Letters from three current undergraduate students describing the nominee’s achievements as a teacher (in departments with graduate programs, a letter from a graduate student may be substituted for one of the three undergraduate letters).

Please include the cover sheet found below.

DEAN'S LECTURE AWARD COVER SHEET

Date: ____________________________________________________________

Nominee: ________________________________________________________

Department: _____________________________________________________

Nominator: _______________________________________________________

Nominator's e-mail address or telephone number: ________________________

Check List:
☐ Faculty colleague letter, describing the nominee’s achievements as both a teacher and a scholar
☐ Department Chair letter of support
☐ Nominee’s curriculum vitae (supplied by Department Chair)
☐ Undergraduate student letter #1
☐ Undergraduate student letter #2
☐ Undergraduate or graduate student letter #3

All materials should be mailed or dropped off at the Dean's Office, College of Arts & Sciences, 438 College St., Room 202.

Deadline for nominations is April 1 for both the Fall and Spring semesters. Please note that previous nominations remain eligible for two years.