October 2005

TO: Chancellors, Vice Chancellors, Senior Vice Presidents, Vice Presidents, Deans, Directors, Department Chairs/Heads, and Student Organizations

FROM: E. Thomas Sullivan, Senior Vice President for Academic Affairs and Provost

SUBJECT: Nomination Guidelines for Two Awards to Recognize Outstanding Contributions to Teaching

DEADLINE FOR SUBMISSION BY COLLEGES/CAMPUSES OF DOSSIERS TO MORRILL HALL: JANUARY 26, 2006

I am pleased to announce once again the opportunities to recognize outstanding contributions to teaching by all members of the faculty of the University of Minnesota available through the Horace T. Morse-University of Minnesota Alumni Undergraduate Education Award and the Award for Outstanding Contributions to Postbaccalaureate, Graduate, and Professional Education.

Faculty who receive the Morse-Alumni Award or the Graduate-Professional Award become members of the Academy of Distinguished Teachers. The title "Distinguished University Teaching Professor" is conferred upon all recipients. Each winner will also receive a $3,000 continuous augmentation to their annual salary throughout their career at the University of Minnesota. In addition, each recipient's department will be given $1,500 annually for each of five years to be used by the recipient for professional development or research. These programs are funded by the University of Minnesota Alumni Association and by central administration. They reflect our strong and enduring commitment to quality undergraduate and graduate education at the University of Minnesota.

Detailed instructions regarding nominations for the Morse-Alumni Award and the Graduate-Professional Award are included with this letter and can also be found at http://academic.umn.edu/provost/awards/aocet.html. Please note in these guidelines the procedures for submitting nomination forms online. I encourage each of you to inform your faculties of the opportunities presented by the Morse-Alumni Award and the Graduate-Professional Award programs. Nominations of qualified colleagues should be sent to your respective collegiate/campus nomination process by each college’s/campus’ designated deadline (check with your college/campus dean’s office for specific deadlines). The deadline noted above is the final deadline for college/campus nominations to be submitted to the selection committees; the deadlines for nominations to be considered by collegiate/campus nomination processes are earlier and differ by college/campus.

The Selection Committees request that by December 1, 2005 the dean of each college notify Karen Zentner Bacig (612.624.5082 or kbacig@umn.edu) of the chairperson, mailing address, and phone number of the college nominating committee. In addition, also by December 1, 2005, Karen will need to receive the name of the contact person in each college to whom a password and web site address will be sent for the submission of the online nomination form (see guidelines for specific details). If you have questions or need further information, please contact Karen at 612.624.5082.

ETS/kzb

Enclosures