

COLLEGE SCREENING COMMITTEES:

The screening committees for these **four** awards shall be appointed each year by the Dean.

The screening committee for the **Advising and Mentoring Award** and the **Faculty Outstanding Teaching Award** shall be composed of 4 faculty and 2 students. Faculty committee members shall be selected from those distinguished faculty who have previously received recognition as outstanding teachers, including Emeritus faculty. This Committee shall forward to the Dean (from those nominations submitted by the units) a maximum of three nominations in priority order for each award.

The screening committee for the **Staff Award** shall be composed of 2 faculty from the College Scholarships and Awards Committee, 2 staff members, and 1 member of the College Leadership Council (CLC). Discretion will be used to ensure that no more than one representative from each unit serves on the committee in a given year. This Committee shall forward to the Dean (from those nominations submitted by the units) a maximum of three nominations in priority order.

The recipient of The Barbara O. Korner Award for Faculty Outstanding Service shall be selected each year by the Faculty Council.

TIMETABLE:

Nominations should be submitted to the nominee's unit head/director.

The Dean's Offices will be considered one unit and nominations should be submitted to the candidate's supervisor. Unit heads/directors shall forward nominations (original) to the College Screening Committee, via the Dean's Office, no later than February 8. The College Screening Committee will submit three recommendations to the Dean for final approval by March 1.

The Dean shall make final selections.

THE AWARDS:

The award recipients will receive a certificate and \$1,000, presented at the College Spring Awards Ceremony. Up to three awards will be presented each year in each of the three award categories.