

MEMORANDUM

TO: John Murphy, College of Architecture, Construction & Planning
Wm. Gerard Sanders, College of Business
Margo DelliCarpini, College of Education and Human Development
JoAnn Browning, College of Engineering
Sean Kelly, Honors College
Dan Gelo, College of Liberal and Fine Arts
Rogelio Saenz, College of Public Policy
George Perry, College of Sciences
Lawrence Williams, University College

FROM: C. Mauli Agrawal
Interim Provost and Vice President for Academic Affairs 

SUBJECT: Nominations for President's Distinguished Achievement Awards
& Howe Outstanding Undergraduate Teaching Award, 2017

DATE: October 4, 2016

Fifteen President's Distinguished Achievement Awards of \$1,000 each will be awarded during the University Excellence Awards Ceremony on April 13, 2017. These awards recognize faculty throughout the university in the areas of teaching, research and service.

For 2017, the Research Achievement award has been expanded to include subcategories for STEM-related research and that in other disciplines. Additionally, a second Community Engagement award has been added to recognize non-tenure-track faculty.

The University is also seeking nominations for the Howe Outstanding Undergraduate Teaching Award. Each of two recipients will receive a one-time award of \$2,000. (Note that this is a separate award from the Howe Excellence in Service to Undergraduate Students Award.)

At this time, I am asking each college to develop a nomination procedure that will culminate in the submission of the following maximum number of nominees for each award category:

College	Number of Nominees *
CACP	1
COB	4
COE	2
COEHD	3
COLFA	5
COPP	1
COS	4
UC	1
Honors	1

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** Faculty may only win a President's award category once. Recipients of the Howe Outstanding Undergraduate Teaching Award are eligible for re-nomination after a five-year period.*

Specific, relevant information, including each award's expressed purpose; materials to be submitted for each nominee's portfolio; and a list of former award recipients is available online at <http://utsa.edu/facultyawards/awards>.

In addition to the appropriate nomination materials, each nomination packet must include a completed college nomination form (see attached). Please note that the Core Curriculum Teaching Award nomination materials and the Howe Outstanding Teaching Award require additional applications to be completed by the nominees. The applications for these awards are available on the Faculty Awards website and are attached for your convenience.

Awards will be given for each of the following categories:

- * **Teaching Excellence** (tenured faculty), one award
- * **Teaching Excellence** (tenure-track faculty), one award
- * **Teaching Excellence** (non-tenure-track faculty), one award
- * **Teaching Excellence: Core-Curriculum** (tenured and tenure-track faculty), one award
- * **Teaching Excellence: Core-Curriculum** (non-tenure-track faculty), one award
- * **Howe Outstanding Undergraduate Teaching** (tenured/tenure-track or non-tenure-track faculty), two awards
- * **Research Achievement** (tenured faculty), two awards: one award for STEM-related research and one award for all other disciplines
- * **Research Achievement** (tenure-track faculty), two awards: one award for STEM-related research and one award for all other disciplines
- * **Performance, Creative Production, or Other Scholarly Achievement** (tenured and tenure-track faculty), one award
- * **Excellence in University Service** (tenured and tenure-track faculty), one award
- * **Excellence in University Service** (non-tenure-track faculty), one award
- * **Excellence to Community Engagement** (tenured and tenure-track faculty), one award
- * **Excellence to Community Engagement** (full time non-tenure-track faculty), one award
- * **Advancing Globalization** (tenured and tenure-track faculty), one award

Each dean's office should upload completed nomination packets to SharePoint no later than **Friday, January 27, 2017**. Specific SharePoint links will be provided to your office soon. Requests for additional information should be directed to Sarah Soulek (sarah.soulek@utsa.edu) or to Dr. Jesse Zapata (jesse.zapata@utsa.edu).

Thank you for your prompt attention to this matter.

CMA/ss

Attachments

xc: Ricardo Romo, President
Jesse Zapata, Sr. Vice Provost
Department Chairs
ASOs