



2017-2018 MINNIE STEVENS PIPER AWARD TIMELINE

Thursday, September 14, 2017:

Call for nominations sent to Deans with an attached timeline and Piper Nomination form (shortened).

Friday, September 15, 2017:

Formation of Piper Professor Nominee Selection Committee composed of former teaching award recipients.

Friday, October 6, 2017: Deadline for submission of nomination packets

Each Dean's Office should submit their nominee's completed portfolio via email facultyawards@utsa.edu. Completed nomination packets will consist of:

- (1) Completed nomination form including other information such as the nominee's "STATEMENT OF PURPOSE: Why are you teaching?"
- (2) Current semester's course syllabi
- (3) Nominee's shortened CV highlighting information not already featured in the application form
- (4) The names of five people willing to submit letters of recommendation no later than Monday, November 13, 2017, if the applicant is selected as UTSA's nominee. (We encourage all nominees to identify and contact their five references and inform them of the possible need for letters and the timeline. However, there is no need to submit letters at this time. Letters may be from members of the administration, the nominee's colleagues, and/or from current or former students.)

Monday, October 16 - Thursday, October 19, 2017:

Selection Committee meets to determine the UTSA nominee for the Minnie Stevens Piper Award.

Friday, October 20, 2017:

UTSA nominee is informed of nomination.

Friday, October 20 - Friday, November 3:

The nominee's packet is finalized by completing the full application form, adding a maximum of five letters of recommendation and all observation rubrics. The observation rubrics will be included as appendices in the nomination packet.

Thursday, November 16, 2017: The packet for UTSA's nominee is delivered to the Minnie Stevens Piper Foundation.

Tuesday, May 1, 2018: Piper Foundation announces winners.

More information:

<https://comptroller.texas.gov/programs/education/msp/funding/programs/ppnominationform.php>