

PROCEDURAL GUIDELINES FOR FACULTY AWARDS

College of Engineering and Computer Science

The following is the charge of the CECS Steering Committee to the CECS Faculty Development Committee regarding a) granting college awards and b) nominations to the university level for the awards granted at the university level.

a) The CECS Faculty Development Committee shall assess candidates each November for each of the university level awards available. Nominees include

- previous winners of related college awards during the past three years,
- previous nominees (non-winners) for the same university award during the past three years,
- and additional candidates as nominated by individuals or departments

Nominations will consist solely of the nominee's resume and an optional single-page letter. Nominations are to be submitted to the CECS Dean's Office by the first Monday of November each year. Selection for nomination by the committee is to be based solely on greatest likelihood of success at the university level. The nominee who accepts shall provide his/her completed nomination packet to the CECS Faculty Development Committee in March.

b) In April each year the CECS Faculty Development Committee shall meet to consider college awards and other college recognitions that it deems appropriate and make appropriate decisions recognizing college faculty excellence and achievement.

Authority: Steering Committee, August 2005

Revised: Steering Committee, January 18, 2006