

**St. Thomas University  
Fredericton, N.B. Canada  
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Office of the Vice-President (Academic & Research)  
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**MEMORANDUM**

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**TO: St. Thomas University Community**

**FROM: Dr. Kim Fenwick, Vice-President (Academic & Research)**

**DATE: January 10, 2019**

**RE: Excellence in Part-Time Teaching Award**

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Nominations are being accepted for the Excellence in Part-Time Teaching Award that recognizes the outstanding contributions of our part-time faculty members in their area of professional responsibility.

Excellence in Part-Time Teaching Awards have been established for the purpose of recognizing, on a year-by-year basis, particular faculty members who have demonstrated excellence in their teaching. A Special Merit Awards Committee has been established to adjudicate full-time faculty awards for teaching, research, and service. The Special Merit Awards Committee will likewise be responsible for the Excellence in Part-Time Teaching Award. With respect to part-time award adjudication, the committee will function according to the existing procedures.

Nominations may be made to the Special Merit Awards Committee by students, faculty, alumni or administrators in the form of a letter to the Vice-President (Academic & Research) indicating the rationale for the nomination. The letter may be multiply signed, but the primary consideration will be the substance of the nomination rather than the number of signatories.

*The letters of nomination are due by **Friday, February 15<sup>th</sup>** at the Office of the Vice-President (Academic & Research) in McCain Hall, Room 400.*

The Special Merit Awards and the Excellence in Part-Time Teaching Awards are valued at \$1500 each and are deposited to the Teaching Enhancement Allowance of the honoured faculty member. They are presented at Spring Convocation and promoted through traditional and digital media.

These awards recognize and honour excellence in our faculty and I look forward to receiving your nominations. Further information may be found at:

<https://www.stu.ca/media/stu/site-content/documents/policies-and-reports/Excellence-in-Part-Time-Teaching-Award-Policy.oct2.18.pdf>

Thank you.