

**St. Thomas University
Fredericton, N.B. Canada
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MEMORANDUM

TO: St. Thomas University Community

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

DATE: January 9, 2020

RE: Excellence in Part-Time Teaching Award

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; however, 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 14th** at the Office of the Vice-President (Academic & Research) in McCain Hall, Room 400.*

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.