



MEMORANDUM

To: Academic Deans, Directors, Department Chairs, and Faculty  
From: Edward Finegan, Director, Center for Excellence in Teaching and Professor of Linguistics and Law  
Date: September 6, 2011  
Subject: Associates Award for Excellence in Teaching: Reminder Call for Nominations

Office of the Provost

Center for  
Excellence in Teaching

Edward Finegan  
Director

The Associates Award for Excellence in Teaching is the highest honor the university faculty bestows on its members for outstanding teaching, both in and out of the classroom. To emphasize the University's recognition of the significant role that teaching plays in its mission, up to two awards of \$7,500 will be presented at the Academic Honors Convocation in April 2012.

The award recognizes the career achievements of outstanding faculty with a proven track record as exceptional teachers with a positive, inspiring, and long-lasting effect on students' learning, along with extraordinary or pioneering contributions to excellence in teaching. Nominees should have spent a significant period of time at USC.

Elements of the selection criteria and process have been recently amended. Eligibility for the Associates Award has been expanded to include full-time, non-tenure track faculty with at least six years of service at USC. Nomination applications remain active for three years, and a department may have more than one nominee for the award each year. In addition, individuals who meet the selection criteria may nominate themselves.

Additional information on the Associates Awards for Excellence in Teaching, including dossier requirements, can be found at:

[http://www.usc.edu/programs/cet/resources/awards\\_grants/associates/index.html](http://www.usc.edu/programs/cet/resources/awards_grants/associates/index.html)

As a reminder, **the nomination deadline is November 1, 2011**. Nominees with active dossiers are urged to review and update their documentation each year, as necessary. Archived dossiers can be accessed by contacting Dana Coyle at [coyle@usc.edu](mailto:coyle@usc.edu).

Please send a pdf of all nomination materials to [uscet@usc.edu](mailto:uscet@usc.edu)

If you have any questions, please contact Dana Coyle at [coyle@usc.edu](mailto:coyle@usc.edu)

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