

## MEMORANDUM

**To:** Department Chairs, Faculty of Science  
**From:** Philip A.W. Dean, Associate Dean of Science, Academic  
**Date:** August 16, 2007  
**Subject:** Call for Nominations - 3M Teaching Fellowships

In accordance with the procedures developed by the Faculty of Science, I am pleased to invite nominations for the 3M Teaching Fellowships. These awards recognize exceptional contributions to teaching and learning at Canadian universities. Further information, including a Guide to Preparing a Nomination for a 3M Teaching Fellowship, is available online at: <http://www.mcmaster.ca/3Mteachingfellowships/>

The Vice Provost's office deadline is November 2, 2007. To allow sufficient time to generate an appropriate portfolio for the selected candidate I am suggesting an internal deadline of Friday, September 14, 2007.

### *Eligibility:*

Awards are open to all individuals currently teaching at a Canadian university, regardless of discipline or level of appointment.

### *Criteria for the Award:*

The Selection Committee looks for independent evidence of:

- Excellence in teaching over a number of years, principally (but not exclusively) at the undergraduate level
- Commitment to the improvement of university teaching with particular emphasis to contributions beyond the nominee's discipline or profession to as broad an audience as possible.

Please deliver ***8 copies*** of the preliminary documentation (**no spiral binding please**), which should include a letter from the Chair and a CV to this office.

/pjb  
attachment