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| **From:** | The President |
| **To:** | MC Communications List |
| **Subject:** | Full-Time and Part-Time Faculty Outstanding Service Awards |
| **Date:** | Friday, March 30, 2012 4:19:03 PM |
| **Attachments:** | FOSA Nomination Form 2011-2012.docx<br>FOSA Nomination Guidelines 2011-2012.docx |

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**MONTGOMERY COLLEGE**
Office of the President

March 30, 2012

**MEMORANDUM**

To: Montgomery College Colleagues

From: Dr. DeRionne P. Pollard, President

Subject: Full-Time and Part-Time Faculty Outstanding Service Awards

I am very pleased to announce the nomination process for the Full-Time Faculty and Part-Time Faculty Outstanding Service Awards for the 2011–12 academic year. This is the first year for part-time awards, and I am delighted to announce them.

The purpose of this program is to recognize individual full-time and part-time faculty members who exemplify the excellence that characterizes the entire Montgomery College faculty. A joint committee of full-time and part-time faculty, staff, and administrators will review nominations. For the current year, recipients will be recognized with an award, which includes a one-time payment of $2,000.

I encourage you to consider nominating one of our many outstanding College full-time and/or part-time faculty members for this special recognition. In order to ensure the uniformity and clarity of nominations, new guidelines have been developed this year. Two forms are attached: (1) the Nominating Statement, and (2) the Nomination Guidelines with Guidelines for Faculty Service. Because faculty members are not eligible more frequently than every three years, a list of winners from the past three years is also included.

Please submit your completed hard-copy nomination package to the Office of the Senior Vice President for Academic Affairs, Mannakee Building 340A, no later than Monday, May 1, 2012, at 5 p.m.

Thank you very much.

Attachments