

ATTACHMENT #1

UNDERGRADUATE FACULTY ADVISING/MENTOR AWARDEE INFORMATION
Cover Page

Due January 27, 2017 to Ileana McCray, mccrayi@ufl.edu

Complete one sheet (without packet) for each college-level awardee.

Complete one sheet with packet for each University-wide nominee.

Please type in all information:

College: _____

Department/Unit: _____

Nominee Information:

Full Name and Title: (Dr., Ms., etc.) _____

(Please indicate name and academic credentials as they should appear on the plaque.)

Position Title: _____ UFID: _____

Phonetic Pronunciation of Name: _____

Email address of nominee: _____

Award Level: (select one)

_____ College-level award only

_____ College-level award AND university-level award nominee (packet attached).

Earning Account Code #: _____

(Earning Account Code # is the HR Account Number)

Dept. Code (Dept. ID): ____ _ (must include all 8 digits)

College budget office contact/email: _____

(Provost Office will advise when payments will occur or should be processed by College)

Nominee Signature

Dean's Signature

2016-17 Undergraduate Faculty Advising/Mentor of the Year Portfolio
ATTACHMENT #2

- If you use UF colors and/or logos in packet materials, please adhere to the most recent UF Brand Center Guidelines: <http://www.identity.ufl.edu/>
- You may include links to web-based materials; however, please select representative examples. Do not include links to entire courses, or to information only accessible via password.
- Please use the section headings as listed below; do not add additional sections.
- Key your responses, as appropriate, to the stated criteria in the "Guidelines."

UNDERGRADUATE FACULTY ADVISING/MENTOR AWARD

*Section	Topic	Maximum No. Pages
1.0	Cover page (Attachment 1)	1
2.0	Chair's Letter	2
3.0	Mentoring philosophy (include # of students mentored in past 2 years)	1
4.0	Documentation - Required	n/a
4.1	Student evaluations: numerical evaluations from previous 2 academic years	6
4.2	Student letter(s) (NO CURRENT STUDENTS)	6
4.3	Peer teaching evaluations, if available (most recent 2 years; NO CURRENT MEMBERS OF EVALUATION COMMITTEE)	6
4.4	Evidence of 5 criteria listed in the "Guidelines", including metrics on student success	5
5.0	Documentation - Optional	n/a
5.1	Mentoring Awards/Honors	1
5.2	Bibliography of articles or other publications on mentoring	1
	TOTAL MAXIMUM PAGES	29

*Use the Section #'s listed to organize packet