

	Notes	FALL					SPRING				SUMMER			
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	
<b>Faculty Awards</b>														
<b>UFF Term Professorship (UF Foundation pays)</b>	<b>Canceled for 2020-20201</b>													
UFF Term Professorship update website/announce														
UFF Packets due to PV office														
UFF Term Professorship committee results due & Meeting														
UFF Term Professorship letters to winners/committee														
<b>Teacher of the Year /Adviser of the Year Award</b>														
TOY - date for awards ceremony														
TOY Update website & guidelines														
TOY send out announcements														
TOY due date from Colleges with candidates														
TOY review by selection committees completed														
TOY winners excel sheets to Events Coordinator/PV Budget office & thank you letters to committee members														
TOY Update Website with winners after awards ceremony	Lily Lewis													
<b>UF Online Educator Award</b>														
Center for Teaching Excellence sends updated website information to Provost's Office														
Provost's Office announces a call for applications														
Deadline to earn a Pathways to Online Teaching Excellence course designation (first time)														
Application packets are due to the Center for Teaching Excellence														
Committee selects the winner and sends information to the Provost														
Institutional winner is notified														
Institutional winner is announced @ UF														
Institutional winner announced by the BOG														
<b>Teacher Scholar of the Year</b>														
TSCOY Update Web site, eval forms														
TSCOY send out announcement to University														
TSCOY get committee & meetings set up (short/long)														
TSCOY due date from colleges with candidates														
TSCOY due date for committee results														
TSCOY winner sent letter/non winners & committee members (early March at latest)														
TSCOY awards ceremony														
<b>Excellence Award for Assistant Professors (EAAP)</b>														
EAAP Memo announcement is sent by PV														
EAAP selection committee selected														

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EAAP packets due to PV													
EAAP selection committee meets & gives results													
EAAP letters to winners and non-winners (Deans)													
<b>SEC Travel Grant Award</b>													
Announcement sent out & update website													
Due date for applications													
Send applications to SEC ALDP Fellows for review (2 weeks)													
Due date for results													
Letter to winners, notify SEC, Amber & update Website													
<b>SEC Faculty Achievement Award</b>													
Send Teacher/Scholar winner materials for SEC Achievement Award													
Letter for President's signature													
Packet assembled for submission													
Packet sent in to SEC (Feb deadline)													
SEC Voting ballot and announcement of winner by SEC (Chris gets Ballot/SEC Announces Winner)													
<b>ALDP Fellows Award</b>													
Send out announcement by PV office													
Application due to PV office													
Applications sent to former ALDP Fellows													
Responses due and letter sent out to winners													
<b>ALDP Fellow Alumni Award</b>													
Send out announcement by PV office													
Due date for applications to PV office													
Update Website and send names to SEC													
SEC selection													
Send applicants notification of results by SEC													
<b>Academy of Distinguished Teaching Scholars</b>													
Update/check website and application													
Send out announcement by PV office													
Chair is advised of announcement and request names of committee													
Nomination Acceptance closed late Jan													
Nomination packages due mid Feb to PV by Committee													
Letters from PV sent to applicants/Deans													
<b>HERS, IALS,</b>													
<b>HERS</b> look for announcement													
Due date for nominations is late Oct.													

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<b>=Due Date</b>													
<b>=Announcement</b>													
<b>=Preparation</b>													
Names of supported applicants sent to Deans, Amber Allen & <b>HERS</b>													
Send to selected applicants prep work prior to attending <b>HERS</b> and instructions to send Invoice if accepted.													
<b>IAL</b> /FSU sends Summer call for nominations , names to PV office (limit 10) early March													
Announcement sent out by PV office to Assoc Deans, due date of mid May for Fall nominations													
Names to <b>IAL</b> by mid to late June for Fall workshops													
<b>Distinguished Professors</b>													
Send out UF Admin Memo for nominations for next cycle													
Nominations due to Academic Personnel by mid January													
Verify any changes to application or process													
<b>MISC Reports</b>													
Awards PowerPoint for Faculty Senate (per Steering Committee/Faculty Senate dates)													