

**MEMORANDUM**

**TO:** The Institute on Teaching and Mentoring Alumni

**FROM:** Ansley A. Abraham, Ph.D.  
Director, SREB-State Doctoral Scholars Program

**DATE:** **July 12, 2023**

**SUBJECT:** *Outstanding Institute Alumnus Award*

Since 1994, the Institute has provided professional development information and opportunities close to 20,000 historically underrepresented minority (URM) Ph.D. scholars who seek a career as faculty in postsecondary institutions. The Institute has become the nation's largest gathering of URM Ph.D. scholars seeking faculty careers in academia.

Graduate scholars that attended the Institute on Teaching and Mentoring (Institute) over the past 28 years have been and continue to be involved in various activities in their professional careers. One of the objectives of the Institute is that activities and information that scholars are exposed to during their Institute experiences will benefit them in their future careers.

The Institute is sponsoring a new initiative, *Outstanding Institute Alumnus Award*. For this award we are seeking nominations of previous Institute scholars who have made significant achievements and/or professional contributions during their careers. We want to recognize and celebrate former Institute scholars for their outstanding achievements. These contributions and achievements could include teaching, research, civic engagement, public service, community service, publishing, philanthropy, business, etc. Information present about the nominee must show that participation in the Institute had a significant impact upon obtaining their educational and/or professional objectives or achievements.

Nominations can be made by an interested party or self-nominated. A selection committee will review all nominations and recommend awardees. The recipient will be announced at the 30<sup>th</sup> Anniversary of the Institute on Teaching and Mentoring that will be held in Tampa, Florida, October 26 – 29, 2023.

Attached you will find information regarding the process of nominating an Institute alumnus for the *Outstanding Institute Alumnus Award*.

**Deadline for nomination submission: THURSDAY, AUGUST 31, 2023, 5:00 EST**

Thank you.



# Institute On Teaching and Mentoring Outstanding Institute Alumnus Award Nomination Guidelines

## A. Eligibility Criteria

1. Have attended at least 2 previous Institutes.
2. Have graduated with a Ph.D.
3. Have made significant achievements or professional contributions during their career.

These could include teaching, research, civic engagement, public or community service, publishing, philanthropy, business, etc.

Demonstrate that participation in an Institute had an impact upon their educational and/or professional objectives or achievements.

## B. Nominations

1. Be nominated by an interested party or self-nominated.
2. Whether nominated by an interested party or self-nominated the nominee must submit an essay addressing how participating in previous Institutes impacted their educational and/or professional objectives or achievements.
3. If self-nominated one letter of support must be included in the application.

## C. Specifications

1. Nominated letters not to exceed 2 pages, Font; 12, Times New Roman, 1-inch margins, top, bottom, left, right, 1.5 line spacing.
2. Essay must not exceed 4 pages with the same specifications as listed above.
3. A Fillable Cover Page is Attached.

## D. Submission of documents

### **APPLICATION DEADLINE: THURSDAY, AUGUST 31, 2023, 5:00 EST**

1. Send all files should be copied in pdf format with at least 300 dpi
2. Send nomination file electronically to [ITMalumni@sreb.org](mailto:ITMalumni@sreb.org)



# Institute on Teaching and Mentoring

## OUTSTANDING INSTITUTE ALUMNUS AWARD

### Application Cover Page

Complete this page and use it as the cover page for the application.

#### Nominee Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Current Mailing Address:

Street: \_\_\_\_\_ # or PO Box: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Years Nominee Attended the Institute: \_\_\_\_\_

Check group(s) that supported the nominee during the years nominee attended the Institute.

AGEP

Sloan

SREB

NASA

GATES

LSAMP

NIH

Other (Specify) \_\_\_\_\_

**Nominator:** Provide the following information for the nominator.

If self, check below and disregard the other items.

Self

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_