

# OSP Dates for Faculty Awards

## Excellence & Research

2017

<b>Date</b>	<b>Responsible Individual</b>	<b>Task</b>
Tuesday, September 5	Nominee, Chair, Student, etc.	Forward Faculty Excellence or Research Award nominee name to: Office of the Provost (Barb Palmer, <a href="mailto:bpalmer@mst.edu">bpalmer@mst.edu</a> )
Wednesday, September 6	Provost	Provide names of nominees to OSP
Wednesday, September 13	OSP	Provides research numbers (previous 5 years for Excellence Award and previous 2 years for Research Award) to Provost Office and nominees
Monday, September 18	Candidate	Contact Kris Hammonds, <a href="mailto:hammondsk@mst.edu">hammondsk@mst.edu</a> in OSP regarding any discrepancies with research numbers
Friday, September 22	OSP	Finalize discrepancies with nominees