

# UTSA Faculty Success

## Awards Cycle Overview

### May

- Colleges submit names of college representatives for the awards sub-committees

### July-Aug

- College representatives/ others assigned to specific award sub-committees and chairs appointed

### September

- Chairs for Piper/Regents/HACU set committee meeting on calendar
- Call sent to colleges for nominations for external awards (Piper, Regents, HACU)
- Call sent to colleges for nominations for internal awards (Howe, Presidential, Diversity)

### September/October

- Nominations are due for Piper, HACU
- Piper subcommittee meets to determine finalist /notification of finalist
- Piper finalist prepares final packet
- Call for past ROTA winners to self-nominate for UTSA ADT Award

### November

- Final Piper nomination packet endorsed by Provost and submitted to Piper Foundation
- ROTA nominations are due from colleges / Nominees are notified and prepare packet for phase I
- HACU nominations due and subcommittee meets to determine finalist /notification of finalist
- HACU finalist begins preparation of packet for early January submission
- All internal awards subcommittees set committee meetings for end of January/early February

### December

- ROTA nominees submit materials and subcommittee meets to determine finalist /notification of finalist going on to Phase II
- ROTA finalist advancing to UT System prepares ePortfolio for January submission

### January

- Deadline to submit ROTA finalist's packet to UT System
- HACU nominee submits materials to be forwarded to HACU
- Nominations for all Howe and Presidential Awards are due (submitted through Sharepoint and abiding by the college maximums)
- Howe and Presidential Awards subcommittees meet to determine winners /provide write-ups for University Awards Ceremony

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## February

- Update of Awards website for next year's cycle

## April

- University Awards Ceremony –Presidential Awards and Howe Award announced / notification of nominees not selected

## May

- Piper Foundation announces winner
- ROTA recipients notified
- Faculty Awards website updated with awardees from the cycle

For more information, email [facultyawards@utsa.edu](mailto:facultyawards@utsa.edu).