

Nominee's Last Name _____

SUMMARY PRESENTATION COVER SHEET

NOMINEE'S FULL NAME

CAMPUS NAME AND DEPARTMENT

AWARD FOR WHICH SUBMITTED

A Summary Presentation must be completed for each nomination submitted to the Chancellor's Awards for Excellence in Faculty Service, Librarianship, Professional Service, Scholarship and Creative Activities, and Teaching; and for each nomination for promotion to the rank of Distinguished Service Professor and Distinguished Teaching Professor.

This is the only documentation available to reviewers at the System-wide level explaining the rationale for the candidate's nomination for award or promotion. It forms the basis for the review at the University-wide level, and for appointment by the State University Board of Trustees in the case of Distinguished Service and Distinguished Professorships.

Most importantly, the Summary Presentation must provide **specific** evidence of how the nominee **excels** in each selection criterion for the program for which the individual is being nominated. It should also highlight the nominee's most outstanding achievements. The presentation is limited to a maximum of five pages, excluding the cover page.

Please feel free to photocopy this form as needed for submission of all your nominations. It is also available online at <http://www.suny.edu/provost/facultyawards.cfm>.