

Laura J. and L. Douglas Meredith Professorship

Stage One Nomination Checklist

Name of Nominee: _____ Hire Date: _____

Title: _____

School/College: _____

Department: _____

Nominated by: _____

Stage One Portfolio (compiled in this order):

- Meredith Professorship Nomination Checklist (including chair and dean signatures)
- Nomination Letter (max 3 pages)
- Brief Description of Intended Project (no more than 500 words)
- Teaching Statement (max 3 pages)
- Updated CV

Department Chair concurrence: _____ Date: _____

Dean concurrence: _____ Date: _____

Please submit the Stage One portfolio by email attachment in a single pdf document to nsbennet@syr.edu. The entire Stage One packet should not exceed 25 pages.