

**Memorandum of Agreement between
Portland State University (University)
and the Portland State University Chapter
of the American Association of University Professors (Association)
November 15, 2017**

Subject: Changes to the Millar and Hoffman Award Programs

Recitals:

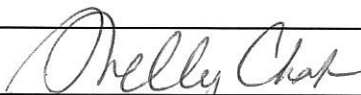

The parties wish to update the description of the programs to show the historical significance of the awards.

The Parties hereby agree:

The Award programs shall be modified as reflected in the attached documents as follows:

1. To add the following sentence to the first paragraph of the descriptions of both awards:
“Although tenure is not required for nomination nor selection, historically this award has been bestowed upon tenured faculty with many years of dedication to the University.”
2. To limit nomination packet size to twenty-five (25) pages for each award.
3. To add the requirement that only complete and compliant application packets will be considered.
4. To update the nomination procedures and timelines.
5. To limit nomination to one primary nominator and up to three co-nominators.
6. To encourage *all* nominators to write letters that provide substantive detail regarding a candidate’s excellence in the relevant areas of award distinction.
7. To provide for application packets be preserved for one year upon request of the primary nominator.
8. To allow PSU students to be able to nominate candidates for the Hoffmann Award with a faculty co-nominator.

This MOU shall become addendum to the parties CBA and shall be added to the language of the CBA as the parties deem appropriate when the successor agreement is compiled.

<u>For the University</u>	<u>For the Association</u>
 <hr/> Shelly Chabon, Vice Provost for Academic Administration & Planning	 <hr/> Jose Padin, President for AAUP
<u>11/15/17</u> Date	<u>11/15/17</u> Date