

[Please place this template on your unit's letterhead]

Dear Dr. Jean Martin-Williams:

Please accept this letter as my support for [insert full name of applicant] (hereafter "the faculty member") of [name of applicant's department or unit] and their application to serve as a host for the 2025 Faculty-to-Faculty program for the following course: [applicant's proposed course for guest observers to sit in on].

I recognize that the Faculty-to-Faculty program is intended to foster a culture of pedagogical excellence and informal mentoring within our academic community. Through this program, host faculty who use innovative teaching practices and demonstrate a longitudinal commitment to teaching excellence will open their classrooms and studios to colleague observers.

If chosen to serve as a host for the 2025 Faculty-to-Faculty program, this faculty member has my full endorsement.

Sincerely,

[Name]

[Title]

[Address]