



## Nazareth College Teaching Excellence Awards 2019 - 2020

Excellence in teaching is integral to the mission of Nazareth College, and as such merits recognition. Awards will be presented annually to one full-time faculty and one adjunct faculty. These awards are institutional recognition and a monetary acknowledgement of the substantial efforts that faculty devote to their work in areas such as the quality of teaching, interest and use of innovative pedagogies, exploration of teaching techniques and outcomes, relationships with students and mentoring of peers. The award amount for full-time faculty will be \$1000.00 and adjunct faculty \$500.00.

**Nominations Process:** These awards are open to full-time and adjunct faculty who have completed at least two semesters of teaching at Nazareth College. Nominations from faculty members and students must be received by **December 6<sup>th</sup> 2019** using this link [Nazareth College Teaching Excellence Awards Nomination](#). No self-nominations will be accepted. Nominated faculty will be notified by the Office of the VPAA by **December 11, 2019**. Faculty members who decide to proceed to the submission process must complete the process in its entirety.

**Submission Process:** Faculty who accept the nomination must submit an electronic packet to Laura Putnam ([lputnam4@naz.edu](mailto:lputnam4@naz.edu)) as a single PDF (unless otherwise specified) by February 14, 2020. This packet includes:

### **Full time faculty:**

- Statement of teaching philosophy (**no longer than 1 and one-half pages**).
- Two recommendation letters from Nazareth College colleagues, at least one of which must come from outside the faculty member's home department or in the case of SOE and SOM, outside your School.
- Two peer observations of teaching using the Peer Observation Form unless already in the possession of the nominee. Click here to print observation form. [Peer Observation Feedback Form](#)
- Four recommendations from students using Teaching Award Student Recommendation Form. **Nominees should provide Laura Putnam the names of at least eight students from whom recommendations can be requested by January 17, 2020.** (Recommended students may **not** currently be enrolled in a class with the nominee). Students will be contacted by Laura Putnam. Faculty should not reach out to students in advance.
- **Confidential Letter** from faculty member's Chair (**for full-time faculty**) that has been reviewed and endorsed by the Dean by **February 14, 2020**. (Under separate cover).

### **Adjunct faculty:**

- Statement of teaching philosophy (**no longer than 1 and one-half pages**).
- Two recommendation letters from colleagues at Nazareth College.



- At least one peer observation of teaching using the Peer Observation Form unless already in the possession of the nominee. Click here to print observation form. [Peer Observation FeedbackForm](#)
- Four recommendations from students using Teaching Award Student Recommendation Form. **Nominees should provide Laura Putnam the names of at least eight students from whom recommendations can be requested by January 17, 2020.** (Recommended students may **not** currently be enrolled in a class with the nominee).
- **Confidential Letter** from program director or direct supervisor, reviewed and endorsed by the Dean by **February 14, 2020.** (Under separate cover).

**Review Committee:** The review committee will be composed of two faculty members from each school/college appointed by the Deans; one representative from the Faculty Development Committee and the Associate VPAA. After the first year, the previous year's winner will be included and can serve as the appropriate college/school representative. Committee members will serve a three year term.

**Review Process:** The committee will receive the submission packet by February 14, 2020. The committee will nominate one awardee per category. The awardees will be notified by March 6, 2020 and will be honored at the Teaching Excellence – Student Success Awards Ceremony on March 19, 2020.