

NAZARETH UNIVERSITY

Teaching Excellence Awards 2024 - 2025

Excellence in teaching is integral to the mission of Nazareth University, 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 University. Nominations from faculty members and students must be received by **Monday, January 29, 2025** using this link [Nazareth University Teaching Excellence Awards Nomination](#). No self-nominations will be accepted. Nominated faculty will be notified by the Office of the Provost by **February 7th**. 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) as a single PDF (unless otherwise specified) by **March 4, 2025**. This packet includes:

Full time faculty:

- Statement of teaching philosophy (no longer than 1.5 pages).
- The names of two Nazareth University colleagues, at least one from outside the faculty member's home department or school (SOE, SOM, SBL). References will be contacted via phone.
- Two peer observations of teaching, one of which will be completed by a TIIL or PLIC Fellow or the Director of Professional Learning, Innovation, & Creativity. Peer Observers can use the [Peer Observation Feedback Form](#) or an in-house departmental form as applicable.
- Four recommendations from students using the Teaching Award Student Recommendation Form. **Nominees should provide Laura Putnam the names of at least eight students from whom recommendations can be requested by February 10, 2025.** *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.*

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Adjunct faculty:

- Statement of teaching philosophy (no longer than 1.5 pages)
- The names of two Nazareth University colleagues to serve as references and who will be contacted via phone.
- At least one peer observation of teaching using the [Peer Observation Form](#) unless already in the possession of the nominee. Observation may be completed by a TIIL Fellow or the Director of Professional Learning, Innovation, & Creativity.
- Four recommendations from students using the Teaching Award Student Recommendation Form. **Nominees should provide Laura Putnam the names of at least eight students from whom recommendations can be requested by February 10, 2025.** *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 adjunct faculty member's program director that has been reviewed and endorsed by the Chair/Associate Dean by February 10, 2025. (Under separate cover).

Review Committee: The review committee will be composed of faculty from each college; one representative from the Faculty Development Committee and the Director of Professional Learning, Innovation, & Creativity. 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 March 4, 2025. The committee will select one awardee per category. The awardees will be notified by March 31, 2025 and will be honored at the Teaching Excellence – Student Success Awards Ceremony on April 3, 2025