

**North Carolina A&T State University
Teaching Excellence Awards
2009-2010 Academic Year**

**Nomination Form, Award Description, Award Criteria,
Application/Selection Procedures, and Timelines**

-
- **Outstanding College/School Teaching Awards**
 - **UNC Board of Governors Award for Excellence in Teaching**
 - **NC A&T State University Junior Faculty Teaching Excellence Award**
-

**2009-2010 Nomination Form
Teaching Excellence Awards
North Carolina A&T State University**

1. Nominee _____
 Home Address _____ City _____
 State _____ Zip _____ Telephone _____
 Business Address _____ City _____
 State _____ Zip _____ Telephone _____
2. Award (Check One)
- Outstanding College/School Teaching Awards
 NC A&T State University Junior Faculty Teaching Excellence Award
3. Nominator: Faculty Staff Student Administrator Alumnus

Please include a support letter discussing the nominee's qualifications for this award.

Signed _____ Date _____
 (Nominator)
 Address _____ City _____
 State _____ Zip _____ Telephone _____

NOTE: This completed/signed nomination form and support letter should be included with the nominee's teaching/learning portfolio and submitted to the nominee's School/College/Division teaching awards committee by the nomination deadline.

Additional information regarding nominee eligibility, nomination deadline, and requirements for the teaching/learning portfolio is available at: <http://www.ncat.edu/~atl/teachingawards/>.

If you have any questions regarding the nomination process for this award, please contact Dr. Scott Simkins, Director, Academy for Teaching and Learning, via email (simkinss@ncat.edu) or phone (336-334-7705 x2237).

OUTSTANDING COLLEGE/SCHOOL TEACHING AWARDS

DESCRIPTION:

These awards are given each year to recognize teaching excellence in each undergraduate College/School and the Division of University Studies; one faculty member per undergraduate College/School/Division is selected to receive this award. College/School/Division selection committees determine the award recipients. The awards are sponsored by the University of North Carolina General Administration and carry a cash stipend.

CRITERIA:

At the time of application, all nominees for this award must meet the following criteria:

1. Be a full-time tenured faculty member. Faculty members who are also serving in an administrative capacity as department chairpersons are eligible if they meet all the criteria for this award.
2. Have completed at least seven full years of teaching at North Carolina A&T State University, with demonstrated excellence over a sustained period of time. Teaching effectiveness shall include evidence of non-classroom involvement with students, including advisement, student organization sponsorship, undergraduate research experiences, service learning, or related activities.
3. Meet the criteria for the UNC Board of Governor's Award for Excellence in Teaching and be willing to be a candidate for that award.
4. Submit the required documentation to be considered for the UNC Board of Governors Award for Excellence in Teaching.

Note: Previous winners of the Outstanding College/School Teaching Award are eligible for this award.

PROCEDURE:

Nominees for this award must:

1. Be nominated by faculty, students, administrators or alumni using the "Teaching Excellence Awards" nomination form. This form is available at the Academy for Teaching and Learning web site: <http://www.ncat.edu/~atl/teachingawards/>.
2. Submit a completed portfolio of teaching/learning materials at the time of application to the undergraduate College/School/Division selection committee appointed by the dean. The teaching/learning portfolio must include:
 - A brief written statement (approx. 4 pages) that articulates the nominee's teaching philosophy, pedagogical methods, and innovations used to achieve student learning goals.
 - Copies of syllabi and other relevant course materials from three different courses that the nominee has taught.
 - A summary of student ratings of courses that have been evaluated over the previous two years.
 - Copies of peer teaching evaluations.
 - A copy of the nominee's resume (no more than four pages).
 - Letters from three colleagues, the department chair, dean and two former students of the nominee.

Note: Additional evidence of innovative or effective teaching methods and the resulting student learning is encouraged. *Note: Because the Outstanding College/School/Division Teaching Award winners form the pool for the UNC Board of Governors Award for Excellence in Teaching, applicants for the College/School/Division award are encouraged to develop their teaching/learning portfolio with the evaluation criteria and performance indicators used in making recommendations for the UNC Board of Governors Award for Excellence in Teaching in mind.* Information regarding the selection process for this award is provided on the ATL web site:

<http://www.ncat.edu/~atl/teachingawards/>.

- Notes:*
- (1) *The portfolio should be developed in an organized, professional manner.*
 - (2) *Portfolios should contain no more than sixty pages of materials.*
 - (3) *Please use a 12-point Times New Roman font with one-inch margins throughout.*

SCHEDULE:

- | | |
|---|------------------|
| 1. A representative College/School/Division faculty committee appointed by each Dean | August - October |
| 2. Applicant teaching/learning portfolios and nomination form submitted to the College/School/Division committee | By November 20 |
| 3. Outstanding College/School/Division Teaching Award recipients selected by College/School/Division and approved by the Dean. Application materials of award recipients forwarded to the Academy for Teaching and Learning | By December 10 |
| 4. Outstanding College/School/Division Teaching Award recipients recognized at the North Carolina A&T State University Honors Day Convocation and NC A&T Teaching Excellence Awards Luncheon | Spring (March) |

AWARD/RECOGNITION:

1. College/School teaching award plaque
2. \$1,000 University stipend
3. Recognition at the University Honors Day activities and NC A&T Teaching Excellence Awards Luncheon

UNC BOARD OF GOVERNORS AWARD FOR EXCELLENCE IN TEACHING

DESCRIPTION:

The Board of Governors of the University of North Carolina System, in recognition of teaching excellence, gives this award annually to one faculty member at each UNC institution. This is the highest teaching award available at the university. The North Carolina A&T State University nominee for this award is selected from the pool of Outstanding College/School/Division Teaching Award recipients for the current year. The award is sponsored by the University System and carries a cash stipend.

CRITERIA:

General information and minimum eligibility requirements for this award are provided in sections 400.3.6 and 400.3.6.1[G] of the UNC Policy Manual, available at: [\[http://www.northcarolina.edu/policy/index.php\]](http://www.northcarolina.edu/policy/index.php)

Additional North Carolina A&T State University criteria for this award are listed below.

1. Current year recipients of the Outstanding College/School/Division Teaching Award form the pool of nominees for this award.
2. The NC A&T Teaching Excellence Awards Committee will use teaching/learning portfolios submitted by Outstanding College/School/Division Teaching Award recipients to make recommendations for the UNC Board of Governors Award for Excellence in Teaching.
3. The Teaching Excellence Awards Committee may, at its discretion, collect additional data on each finalist's teaching effectiveness, including, but not limited to: videotaping of classes, direct classroom observations by committee members, and surveys of alumni and/or students currently enrolled in the instructor's classes.
4. Recipients of this award (at any UNC institution) are ineligible to receive this award more than once in their lifetime.

SELECTION COMMITTEE:

The NC A&T Teaching Excellence Awards Committee is comprised of representatives from each undergraduate School/College, the Division of University Studies, and the Division of Library Services, along with the director of the Academy for Teaching and Learning. Committee members are appointed by the Deans of their respective College/School/Division. The director of the Academy for Teaching and Learning serves as the chair for this committee.

PROCEDURE:

1. Each undergraduate College/School/Division forwards the teaching/learning portfolios of its Outstanding College/School/Division Teaching Award recipient to the Academy for Teaching and Learning.
2. The NC A&T Teaching Excellence Awards Committee reviews candidates' nomination materials and gathers additional data if necessary.
3. The NC A&T Teaching Excellence Awards Committee makes a recommendation to the Chancellor for endorsement and submission to UNC General Administration.
4. The selected individual's portfolio is reviewed and updated for submission to the UNC Board of Governors.

EVALUATION CRITERIA:

The NC A&T Teaching Excellence Awards Committee will include the following dimensions of teaching excellence in its evaluation of nominees' application portfolios. The weight of each dimension in the scoring rubric is indicated in brackets [*].

1. Evidence of continuous growth in appropriate areas of professional development (content, pedagogy, and assessment) [20%]
2. Evidence of an intentional teaching process consistent with scholarly work on teaching and learning [25%]
3. Evidence of the development of a student-centered learning environment [15%]
4. Evidence of effective use of a variety of teaching pedagogies [10%]
5. Evidence of success in promoting critical thinking and communication skills [20%]
6. Evidence of contributing to the intellectual development of students beyond the classroom [10%]

Each of the dimensions of teaching excellence will be evaluated using the three performance levels listed below:

Marginal: nominee's portfolio provides *little evidence* to support this dimension and support for this evidence is *inconsistent* throughout the portfolio

Acceptable: nominee's portfolio provides *some evidence* to support this dimension but the evidence is *not consistent* throughout the portfolio

Exemplary: nominee's portfolio provides *a variety of evidence* to support this dimension and support for the evidence is *consistent* throughout portfolio

Evidence for the dimensions of teaching excellence listed above may include:

- examples from classroom teaching, in particular examples of student work or descriptions of projects linked to and demonstrating student learning.
- a clearly articulated teaching philosophy statement that demonstrates ongoing professional development in the area of teaching and learning and intentional linkage to classroom teaching practices and improvement in student learning.
- a demonstration of course development/redesign, curricular materials development, and assessment practices linked to formative and summative assessment of student learning.
- intentional linkages between scholarly work on teaching/learning and classroom practices, assessment processes, and development of student-centered learning environments.
- examples of active and ongoing scholarship of teaching and learning (presentations, publications, and/or funded research on teaching and learning).
- participation in teaching/learning workshops.
- peer review summaries and action plans (classroom observation with structured feedback).
- faculty letters of recommendation.
- formative evaluations done by professors in their classes.
- student comments and letters.
- course evaluations (including open-ended questions).

Highly-rated portfolios will: (1) include a variety of evidence to support the award nomination; (2) emphasize linkages among scholarship on teaching and learning, classroom teaching and assessment practices, and student learning outcomes; and (3) demonstrate ongoing excellence in teaching and learning.

SCHEDULE:

- | | |
|---|--------------------|
| 1. Teaching portfolios of Outstanding School/College/Division Teaching Award winners are forwarded to the Academy for Teaching and Learning | By December 10 |
| 2. The NC A&T Teaching Excellence Awards Committee reviews teaching portfolios and gathers additional data if necessary | December - January |
| 3. The NC A&T Teaching Excellence Awards Committee submits the name of a nominee for the UNC Board of Governors Award for Excellence in Teaching to the Chancellor. | By January 15 |
| 4. The portfolio of the NC A&T State University nominee is forwarded by the Chancellor to UNC General Administration | By January 30 |
| 5. UNC Board of Governors makes system-wide UNC Board of Governors Awards for Excellence in Teaching | Late Spring |
| 6. Chancellor announces North Carolina A&T State University recipient of UNC Board of Governors Award for Excellence in Teaching at Commencement | May |
| 7. Award materials returned to campus and placed in University library for display | June |

AWARD/RECOGNITION:

1. \$7,500 stipend
2. Framed citation and recognition at a special UNC Board of Governors awards luncheon
3. Recognition at the University's May Commencement

NC A&T Junior Faculty Teaching Excellence Award

DESCRIPTION:

This award is presented annually to two (2) North Carolina A&T State University tenure-track, untenured (junior) faculty members to recognize teaching excellence at the junior faculty level. The award is sponsored by North Carolina A&T State University and carries a cash stipend. The award was initiated in 2008.

CRITERIA:

At the time of application, all nominees for this award must meet the following criteria:

1. Be a tenure-track, untenured, full-time faculty member
2. Have completed a minimum of two (2) consecutive years of teaching at North Carolina A&T State University as a tenure-track faculty member
3. Demonstrated overall excellence in teaching during the candidate's employment at North Carolina A&T State University as a tenure-track faculty member
4. Provide complete nomination package by application deadline

Notes: (1) No more than one faculty member per department may be nominated each year.
(2) Previous winners are not eligible to be nominated for this award.

SELECTION COMMITTEE:

The NC A&T Teaching Excellence Awards Committee reviews the teaching/learning portfolios of nominees and selects the recipients of this award. The NC A&T Teaching Excellence Awards Committee is comprised of representatives from each undergraduate School/College, the Division of University Studies, and the Division of Library Services, along with the director of the Academy for Teaching and Learning. Committee members are appointed by the Deans of their respective College/School/Division. The director of the Academy for Teaching and Learning serves as the chair for this committee.

PROCEDURE:

1. Be nominated by faculty, students, administrators or alumni using the "Teaching Excellence Awards" nomination form. This form is available at the Academy for Teaching and Learning web site: <http://www.ncat.edu/~atl/teachingawards/>.
2. Submit a Teaching/Learning Portfolio clearly demonstrating overall excellence in teaching. The portfolio must include (in this order):
 - a. Completed, signed "**Teaching Excellence Awards Nomination Form**".
 - b. **Letters of support** (including department chair, two North Carolina A&T State University colleagues, and two current or former students)
 - c. Current **curriculum vitae** (3 page max.)
 - d. A **teaching philosophy statement** (3 page max.). The teaching philosophy statement should include a discussion of pedagogical methods, assessment techniques, instructional technology, and/or teaching innovations used to promote student learning in and out of the classroom and the reasons for their use. Competitive proposals will intentionally link pedagogical methods/activities used by the applicant to expected student learning

- outcomes and scholarly research on teaching and learning.
- e. **Copies of syllabi and other relevant course materials** from two different courses taught by the nominee that provide evidence of teaching excellence (scholarly teaching and evidence of student learning). Pertinent course materials could include student learning artifacts, course teaching/learning portfolios, project descriptions and examples, and/or student reflections on learning (student work must be anonymous and used with permission).
 - f. A summary of formal **student ratings of teaching** covering courses from the previous four semesters, not including summer school.

Notes: (1) Please organize your portfolio in the order indicated above.
 (2) Portfolios should contain no more than sixty (60) pages of materials.
 (3) Please use a 12-point, Times New Roman font, with one-inch margins throughout.

3. Submit completed nomination package to the applicant's undergraduate School/College/Division awards committee.
4. One nominee is selected from each School/College/Division to compete for the Junior Faculty Teaching Excellence Award.
5. Each School/College/Division nominee's teaching portfolio is forwarded to the Academy for Teaching and Learning.
6. The NC A&T Teaching Excellence Awards Committee reviews all eligible nominees' teaching portfolios and selects Junior Faculty Teaching Excellence Award recipients.

EVALUATION CRITERIA:

The NC A&T Teaching Excellence Awards Committee will include the following dimensions of teaching excellence in its evaluation of nominees' application portfolios. The weight of each dimension in the scoring rubric is indicated in brackets [*].

1. Evidence of an intentional teaching process consistent with scholarly educational research [25%]
2. Evidence of the development of a student-centered learning environment [25%]
3. Evidence of ongoing professional development in teaching and learning [20%]
4. Evidence of success in promoting student learning in class [20%]
5. Evidence of promoting student learning beyond the classroom [10%]

Each of the dimensions of teaching excellence will be evaluated using the three performance levels listed below:

Marginal: nominee's portfolio provides *little evidence* to support this dimension and support for this evidence is *inconsistent* throughout the portfolio

Acceptable: nominee's portfolio provides *some evidence* to support this dimension but the evidence is *not consistent* throughout the portfolio

Exemplary: nominee's portfolio provides *a variety of evidence* to support this dimension and support for the evidence is *consistent* throughout portfolio

Evidence for the dimensions of teaching excellence listed above may include:

- examples from classroom teaching, in particular examples of student work or descriptions of projects linked to and demonstrating student learning.
- a clearly articulated teaching philosophy statement that demonstrates intentional linkages among scholarly educational research, classroom teaching practices, and improvement in student learning.
- a demonstration of course development/redesign, curricular materials development, and assessment practices linked to formative and summative assessment of student learning.
- intentional linkages between scholarly work on teaching/learning and classroom practices, assessment processes, and development of student-centered learning environments.
- examples of active and ongoing scholarship of teaching and learning (presentations, publications, and/or funded research on teaching and learning).
- participation in teaching/learning workshops.
- peer review summaries and action plans (classroom observation with structured feedback).
- faculty letters of recommendation.
- formative evaluations done by professors in their classes.
- student comments and letters.
- course evaluations (including open-ended questions).

Highly-rated portfolios will: (1) include a variety of evidence to support the award nomination; (2) emphasize linkages among scholarship on teaching and learning, classroom teaching and assessment practices, and student learning outcomes; and (3) demonstrate commitment to excellence in teaching and learning.

SCHEDULE:

- | | |
|---|--------------------------|
| 1. Completed nomination packages due to School/College/Division awards committees | By November 20 |
| 2. Nomination packages reviewed by School/College/Division awards committees; one nominee per school/college selected and nominee's teaching portfolio forwarded to Academy for Teaching and Learning | By December 10 |
| 3. Review of nomination packages by NC A&T Teaching Excellence Awards Committee and selection of Junior Faculty Teaching Award recipients | December 10 – January 30 |
| 4. Junior Faculty Teaching Excellence Award recipients recognized at Honors' Day Convocation and NC A&T Teaching Excellence Awards Luncheon | March |

AWARD/RECOGNITION:

Two awardees will be selected each academic year. Each award recipient will receive:

1. \$1,000 stipend and plaque.
2. Recognition at Honors Day Convocation and NC A&T Teaching Excellence Awards Luncheon.