Faculty of Social Sciences Award for Excellence in Teaching

Eligibility

All full-time faculty members in the Faculty of Social Sciences who have taught at Brock University for at least three years are eligible for this award. A faculty member may receive this award only once.

Nomination Procedures

Each nomination must be accompanied by letters from two nominators, who must individually give reasons for the nomination. Nomination dossiers should be submitted to the Office of the Dean of Social Sciences on or before **February 15th** of each year. The award will be presented at Spring Convocation.

Contents of the Nomination Dossier

The nomination dossier will provide evidence that makes it clear that the nominee is an outstanding teacher. The dossier must include the following:

- 1. Table of contents
- 2. A nomination brief that includes
 - (a) the name and departmental affiliation of the nominee, and
 - (b) the name and departmental affiliation of each nominator
- 3. Signed letters from the two nominators
- 4. A statement of teaching philosophy, prepared by the nominee
- 5. Summary data from student ratings

In addition to any other information that you choose to provide about student ratings, be sure to include a table listing the following:

- (a) all courses taught by the nominee for at least the last three years;
- (b) the enrolment in each course; and
- (c) the mean rating for the "global question" on the student course evaluation form that is used by the nominee. (The global question asks students to express an overall judgment about the nominee as a teacher.) Other helpful information may also be included in this table.
- 6. Evidence of pedagogical excellence, including but not necessarily limited to:
 - Personal characteristics, such as enthusiasm, accessibility, interest in students, etc.
 - Ability to communicate clearly and effectively

- Ability to engage students in the learning process
- Teaching practices that are particularly effective or innovative
- · Varied and meaningful assessments of student learning
- Solicited and unsolicited testimonial letters from students, alumni, colleagues, etc.
- 7. Evidence, where available, of relevant professional development, including but not necessarily limited to:
 - Participation in teaching and learning societies
 - Service on committees related to teaching and learning
 - Participation in CTLET activities at Brock University
- 8. Evidence, where available, of leadership in teaching and learning, including but not necessarily limited to:
 - Scholarship of teaching (e.g., teaching-related presentations, publications, and grants)
 - Mentorship of fellow faculty and teaching assistants
 - Involvement in curriculum development
- 9. A list of previous awards and distinctions
 - Previous teaching awards, including previous nominations
 - Professional teaching distinctions
- 10. An up-to-date curriculum vitae

Arrange all materials in a binder using the order specified above as a guideline. Prepare printed materials on 8.5" x 11" paper, using a 12 point font and standard margins. It is recommended that document contain 50 to 60 pages for the nomination dossier, plus the required pages for the CV. For advice on compiling the Nomination Dossier, you may wish to contact:

a. The Centre for Teaching, Learning and Educational Technologies, and/or b. Jo Stewart (Office of the Dean, ext. 4444), who provides support to members of the Faculty of Social Sciences applying for either internal or external awards relating to their professional activities.

Note that nominators are strongly encouraged to work in close collaboration with the nominee in preparing the submission.

Criteria

Evidence of outstanding performance may be derived from a number of different sources. The primary criterion for this award will be evidence of pedagogical excellence. Evidence of relevant professional development, leadership in teaching and learning, and previous awards and distinctions will be given consideration but will be weighted less heavily than evidence of pedagogical excellence.

Nominations of faculty members who can supply clear evidence of pedagogical excellence are strongly encouraged, even if there is little supporting evidence in one or more of the areas of professional development, leadership, and previous awards.

Selection Committee

The Associate Dean of the Faculty of Social Sciences will annually establish and serve as chair of a Selection Committee to select the recipient of the award. The committee shall include representatives of the faculty and students in the Faculty of Social Sciences, and may include at least one person external to the Faculty, who shall be chosen on the basis of credentials as an outstanding teacher.