

CALL FOR NOMINATIONS

Brock University

FACULTY AWARDS FOR EXCELLENCE IN TEACHING

There shall be one award in each of the six Faculties to be presented annually at Spring Convocation to a current, full time faculty member who has taught at Brock for at least three years. Full-time ILTA's are also eligible to hold this award.

Conditions:

1. Nominations may be submitted by alumni, students, staff and faculty. Two nominators are required for each nomination. One nominator must be a Brock faculty member.
2. Nominations must be accompanied by letters from the two nominators, who must individually give reasons for submitting the nomination.
3. Nomination dossiers, compiled by nominators in collaboration with the nominee, must be submitted to the Dean's office in each Faculty no later than **February 15th**.
4. A selection committee established by the Faculty will meet to adjudicate the award. The name of the successful nominee must be forwarded to the Office of the Vice-President Academic and Provost no later than **March 15th**. Awards will be presented at Spring Convocation the following year.

Sponsor: Each Faculty at Brock University

Eligibility: All full-time faculty with at least three years teaching experience at Brock.

Number of Awards: One per Faculty annually

Award: Certificate/Plaque and monetary award

Recipients of this Award may subsequently be nominated either for the Brock University Award for Distinguished Teaching (deadline of May 15th each year) and/or the Brock University Award for Distinguished Research and Creative Activity (deadline of March 1).

Faculty Award For Excellence in Teaching

We, the undersigned, wish to nominate

Professor _____

Department of _____

1. _____
(print name) (signature)

2. _____
(print name) (signature)

Please find attached letters providing our reasons for submitting this nomination.

Note: All completed nomination forms should include the signature of the nominator. Please return the nomination dossier to the Dean's Office of your Faculty.

For additional information, contact the Dean's Office of the relevant Faculty and/or the Centre for Pedagogical Innovation.

This Faculty Teaching Award is presented annually to the professor in each Faculty who, in the opinion of his or her students and peers, has displayed the qualities of superior teaching, enthusiasm for the discipline and interest in the needs of students.

Date



Faculty Award for Excellence in Teaching

Criteria

The following criteria should be used by nominators as a guide in the preparation of the nomination dossier. The same criteria should also be used for the selection process by evaluators.

Candidates should:

1. have a comprehensive knowledge of the subject;
2. be habitually well-prepared for teaching sessions, whether lectures, laboratories, seminars;
3. have enthusiasm for the subject, and the capacity to arouse interest in it among the students;
4. encourage students' participation in the teaching and learning process;
5. set a high standard and successfully motivate students to attain such a standard;
6. communicate effectively at levels appropriate to students' capacities;
7. utilize methods of evaluation of student performance which stress an understanding of the subject;
8. be accessible to students outside of class hours;
9. have a reputation for superior teaching and be recognized for this quality by students and colleagues alike;
10. be actively engaged in supervision of undergraduate honors theses and graduate students, if applicable;
11. be involved in the supervision and mentoring of teaching assistants and research assistants;
12. demonstrate creativity and excellence in the development of new course/program teaching materials.

Eligibility

Candidates must be full-time members of the Brock University teaching staff who have completed three years of full-time teaching duties at Brock University and who have been properly nominated. Full-time ILTA's are eligible to be nominated. A faculty member may only win the award once in his/her career.

Selection Committee

Annually, each Faculty will establish a selection committee (which includes representation from faculty, staff and students) to adjudicate its nominations and to bring forward a recommendation.

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 Dean's Office of each Faculty, on or before **February 15th** of each year.

Supporting Documents

In addition to the nomination forms and letters, the Faculty Teaching Award Committee may request the following supporting documentation:

1. A curriculum vitae of no more than eight pages.
2. A statement on approach to teaching (teaching philosophy).
3. A list of all courses taught in the last five years, with enrolment figures.
4. A summary of student ratings of instruction from the past three years.
5. Additional relevant materials (e.g., course descriptions, descriptions of course innovations, publications or presentations on teaching, etc).

Supporting documents may also include additional letters of recommendation, to a total of five, not including nominators' letters. Nominators are encouraged to work in collaboration with the nominees in the preparation of these supporting documents.

Please note: A complete copy of the nomination dossier, including all supporting documents and letters of recommendation will be presented to the nominee following the selection process, unless otherwise directed by the nominee or nominators.