Selection Procedures

Phase 1: Nominations from Students, Peers, Staff or Alumni
Students, peers, staff, or alumni may nominate a faculty member with a detailed nomination form (included below) submitted electronically or by hardcopy to the current Chair of the Excellence in Teaching Award. Since alumni do not have a current account and password to access the online nomination form, they must submit their nominations via email to excellence@sr.edu.

Phase 2: Selection of Department Nominees
The Chair of the Excellence in Teaching Award will forward copies of the nominations to the appropriate academic department chairperson. Each chairperson will notify his or her department’s nominees.

At the department level, the department chairperson will present all names of candidates at a department meeting to vote on a representative. Past recipients are not eligible. Once a department representative has been selected, the candidate's name is submitted to the dean. The department chairperson notifies the nominee that her/his name has been forwarded to the dean. Each department nominee then decides whether to submit an abbreviated teaching portfolio in the form of a narrative limited to four pages about why they should be considered for the award. (See time table below) If the nominee chooses not to submit a four-page narrative, he or she will not be considered a candidate for the college's nominee.

Phase 3: Selection of College Nominees
The Dean and Department Chairs at the next college chairperson meeting review the applications and send forth one name as finalist to the Chair of the President's Award for Excellence in Teaching Committee. The college finalist will be notified by the Chairperson of the Excellence in Teaching Committee to prepare a detailed teaching portfolio to be submitted to the Chairperson of the Excellence in Teaching Committee. Each College Dean will forward in writing the finalist's name to the Provost. All nominees who were not selected as finalists will be notified by the dean.

Phase 4: Selection of Award Recipient
The applications of the finalists will be reviewed by the Excellence in Teaching Committee. The applications should include a notebook (not to exceed two inches) with the following:

- Nomination form
- Letter of support from a current or former student addressing the award criteria
- Reflective summary by the nominee of how his/her teaching meets the award criteria
- Nominee's curriculum vitae
- Current selected syllabi/assignments, especially with regard to examples of student learning
- Current student evaluations.

Also, the process will include that:

- Each finalist will meet with the committee for 30-minutes
- Each finalist will present a teaching demonstration lesson that will showcase his or her teaching style and skills. Members of the committee will serve as the students for the teaching demonstration.
- The committee will rank finalists and forward the results to the Provost to be presented to the President

Criteria for the Applicant

- Maintains teaching as a primary responsibility (at least 9 hours per semester).
- Demonstrates an exemplary commitment to teaching and student learning.
- Maintains a classroom that promotes high student engagement.
- Pursues scholarly growth that enhances teaching.
President’s Award for Excellence in Teaching

2017-2018

*Previous winners are not eligible: Dr. Danette DiMarco, Dr. Cindy LaCom, Dr. Betsy McKinley, Dr. John Misner, Dr. Kathleen Strickland, Dr. Eva Tsuquiashi-Daddesio, Dr. Wendy Stuhldreher, Dr. Stephen Hawk, Ms. Stacey Steele, Dr. Athula Herat, Dr. Joseph Merhaut, Dr. Richard Marchand, Dr. Kimberly Smith, Dr. Christine Walsh, Mr. Thom Cobb, Dr. Bruce Orvis, Dr. David Valentine, Dr. Jennifer Willford and Dr. Douglas Strahler.

Acknowledgment

1. A recognition plaque presented by the President.
2. Each of the three finalists will have $250.00 placed in a university account for professional development.
3. The award recipients will have $1000.00 placed in a university account for professional development.
4. The awardee will give a brief address at the spring commencement ceremony.
5. Ideally, the winner will apply for the CASE/Carnegie Foundation for the Advancement of Teaching U.S. Professors of the Year Award http://www.usprofessorsoftheyear.org/

Timetable for Award

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>September 20, 2017</td>
<td>Formalize committee with the Provost</td>
</tr>
<tr>
<td>October 17, 2017</td>
<td>Nominations due to the Chair of the Excellence in Teaching Award</td>
</tr>
<tr>
<td>October 20, 2017</td>
<td>Nominations forwarded to department chairs to distribute for review among faculty members</td>
</tr>
<tr>
<td>October 24, 2017</td>
<td>Faculty members vote for one nominee during the department meeting</td>
</tr>
<tr>
<td>October 27, 2017</td>
<td>Department chairs submit nominee's name to their Dean and inform the nominee that they need to prepare an abbreviated teaching portfolio</td>
</tr>
<tr>
<td>November 3, 2017</td>
<td>Nominees submit portfolio electronically to the Dean's office so that it will be immediately disseminated among all the college's chairs.</td>
</tr>
<tr>
<td>November 14, 2017</td>
<td>Department chairs vote for one nominee for their college during the college meeting. Deans submit the names of their college finalist to the Chair of the Excellence in Teaching Award Committee and to the Provost.</td>
</tr>
<tr>
<td>November 21, 2017</td>
<td>The Chair of the Excellence in Teaching Award Committee will inform the four finalists.</td>
</tr>
<tr>
<td>January 22, 2018</td>
<td>The four finalists will submit their portfolios to the Chair of the Excellence in Teaching Award Committee.</td>
</tr>
<tr>
<td>January 23, 2018</td>
<td>Four finalists forwarded to the Committee and the Provost</td>
</tr>
<tr>
<td>February 14, 2018</td>
<td>Committee rankings completed and forwarded to the Provost to be submitted to the President</td>
</tr>
<tr>
<td>April 7, 2018</td>
<td>Awardee honored at Academic Honors and Student Leadership Convocation</td>
</tr>
</tbody>
</table>

Selection Committee

- One faculty member from each of the five academic divisions recommended by APSCUF and approved by the President
- Two individuals selected by Academic Forum (one faculty, one student)
- SGA student representative(s)
President’s Award for Excellence in Teaching

2017-2018

- One administrator appointed by the President
- Award winner from the previous year

Committee selects the chairperson

**Excellence in Teaching Committee members for 2017-2018**

Dr. Roger Solano  
College of Business, Information and Social Sciences

Dr. Jason Hilton  
College of Education

Dr. Susan Zirpoli  
College of Health, Environment and Science

Dr. Danette Dimarco  
College of Liberal Arts

Ms. Musiette Clay  
Academic Services

Dr. Michelle Amodei  
University Forum

Dr. Jennifer Willford, Co-Chair  
2016 Award Winner

Dr. Douglas Strahler, Co-Chair  
2017 Award Winner

Dr. Keith Dils, Dean  
Administration Representative

Rachel Lawler  
Student Representative

TBA  
SGA Student Representative

Form for Excellence in Teaching Nomination

[SRUSurvey](#)