



COLLEGE OF  
**EDUCATION AND  
HUMAN SCIENCES**

## Teaching Excellence Award

The college invites nominations for the Teaching Excellence Award. The intent of this award is to recognize *two full-time faculty members (one non-tenure track and one tenure track)* who have evidenced unusually significant and meritorious achievement in the instruction of students (graduate and/or undergraduate) for a period of four or more years.

### Award Details

Each recipient will receive \$500 in professional development funds and an engraved plaque, to be presented during the CEHS faculty and staff awards ceremony each spring. The college's tenure track award recipient and two runners-up (in the tenure track category) will become the college's nominees for the university-level Regents Distinguished Teaching Award, in line with the requirements for the award.

### Eligibility

- Must be nominated by the school/department head and a student
- Full-time faculty member at OSU for four or more years (must have completed 4th year)
- Hold rank as an instructor or above (for non-tenure track) or Assistant Professor or above (for tenure-track)
- Devote a significant amount (on average 40% or more) of assigned duties to teaching for the past four years
- Receive award no more than twice during tenure at OSU
- Each school/department may nominate *up to two non-tenure track faculty members* and *two tenure track faculty members*

### Evaluation Criteria

The criteria for this award are based on criteria adapted from the OSU Regents Distinguished Teaching Award. Nominations will be assessed based on the nominee's meritorious achievement in the instruction of students (graduate and/or undergraduate) for a significant period of years. Such achievement is evidenced by:

- Unusual effort devoted to ensuring the quality of the students' classroom learning experience.
- Possession of high scholarly standards for both the rigor and currency of course content and for the level of student performance with respect to these standards.
- Available measures of the faculty member's direct impact upon and involvement with students.
- Service as a mentor and role model to other faculty.
- Quality of relevant information and/or nominations submitted by current and former students, including any teacher evaluation forms or other evidence of excellence in instruction.

### Nomination Period

The nomination period begins on October 1. Nomination packets must be submitted **by 11:59 p.m. on November 15**. The award recipient will be notified during the spring semester, and the award recipient will be announced later in the spring semester.

### Nomination Procedure

On or about October 1, schools/department will distribute an email message to students requesting nominations for the college's Teaching Excellence Award with a **deadline of November 15 for student nominations**. Each department/school will determine an internal process for 1) gathering recommendations from students (e.g., Qualtrics survey, email message, etc.) and 2) putting forward up to two nomination packets in each category (i.e., non-tenure track and tenure track) to the college selection committee.

Complete the online nomination form [here](#). The nomination dossier for this award will be submitted electronically as a single PDF document\* that includes:

1. Letter of nomination from a student
2. Letter of nomination from the school/department head
3. Curriculum vitae
4. Nominee's statement on philosophy of teaching (limited to 2 pages)
5. Supporting letters from
  - a. faculty members (no more than 2)
  - b. students and alumni (no more than 4)
6. Listing of courses taught and number of students in the last four years
7. No more than 2 course syllabi, a summary of mandated course evaluations for past three years (do not include copies of individual evaluations), and a summary of grading practices

8. Other materials as appropriate
  - a. Evidence used by faculty to gather feedback on teaching effectiveness
  - b. Description of the nature and extent of the nominee's involvement with students (how does the nominee actively engage students in learning inside and outside the classroom?)

\*Please use the following file name convention for the single PDF document:

*"Nominee's Last Name\_Department\_TEA.pdf".*

The CEHS Faculty Development and Research (FDRC) serves as the college review and selection committee and typically requires that nominations be submitted by mid-November. The FDRC makes a recommendation for the award recipient to the Dean early in the spring semester.