



## Outstanding Teaching by a Graduate Student Award

The college invites nominations for the *Outstanding Teaching by a Graduate Student Award*. This award intends to recognize outstanding teaching and professional involvement by *one M.S. graduate student* and *one Ph.D. graduate student* in the College of Education and Human Sciences at Oklahoma State University.

### Award Details

Each recipient will receive an engraved plaque inscribed with their name and the award's title.

### Eligibility

- Must be a degree-seeking graduate student in a graduate program in the College of Education and Human Sciences at Oklahoma State University
- Must be enrolled in the Fall 2023 semester
- For the M.S. award, the student must have actively engaged in teaching/instruction activities for *at least two semesters* within the preceding one to two years
- For the Ph.D. award, the student must have actively engaged in teaching/instruction activities for *at least three semesters* within the preceding two years

### Evaluation Criteria

- Letter of nomination describing the nominee's contributions to the instruction mission of the university and how the student demonstrated outstanding teaching and excellent professional interaction with faculty and students during their tenure
- Additional letters of support describing how the nominee excelled in their instructional capacity
- Nominee's teaching and professional interactions with students (e.g., observations, the diversity and range of courses taught, letters of nomination/support, etc.)
- Nominee's CV or resume

## Nomination Period

The nomination period begins on November 15, 2023. Nomination packets must be submitted **by 11:59 p.m. on February 16, 2024**. The award recipients will be notified during the spring semester followed by a college-wide announcement.

## Nomination Procedure

Nominations may be submitted by any member of the graduate faculty, the student's graduate program coordinator, or the student's department/school head. **Students may not apply directly for this award.**

Complete the online nomination form [\[here\]](#). The nomination dossier for this award includes:

1. A *letter of nomination* from a member of the department's/school's graduate faculty, the student's graduate program coordinator, or the student's department/school head in which the nominee has been actively engaged in teaching/instruction activities. The letter should address how the student demonstrated outstanding teaching and excellent professional interaction with faculty and students during their tenure.
2. Up to *two additional letters of support* from faculty or administrators. (Signed and unsigned comments solicited and received as part of the teaching evaluation process are not admissible.)
3. A table titled "*Summary of Teaching Activities*". Include the following columns in the table:
  - Course Prefix and Number
  - Semester/Year
  - Nominee's Role in Course Instruction (e.g., Instructor of Record, GTA, Laboratory Instructor, etc.)
  - Number of Credit Hours
  - Total Enrollment
  - Type of Course (e.g., Lecture, Lab, Discussion, etc.)
  - Mode of Delivery (e.g., In-person, Online, Hybrid, etc.)
  - Required Course of Majors or Elective Course
  - General Education Course (Yes/No)

*Note: This table should include at least two (for M.S. award) or three (for Ph.D. award) terms of teaching activities within the preceding one to two years.*

4. Evidence for quality of instruction. Examples include, but are not limited to:
  - Observation of instruction by faculty or ITLE, Summary results from the Student Survey of Instruction, course syllabus (if generated by the nominee; no more than two included), course assignments (if generated by the nominee; no more than two included), innovative approaches to promote student learning and engagement, mentorship of undergraduate students, and/or letters of support from former students. **OR**;
  - Statement of self-assessment of teaching/instruction that includes teaching philosophy and/or specific examples of how the nominee overcame classroom/instructional challenges to improve student learning outcomes.
  
5. Nominee's curriculum vitae