

OFFICE OF FACULTY AFFAIRS

## TEACHING EXCELLENCE AWARD 2011-2012 (Full-Time and Part-Time Faculty)

The Steinhardt School of Culture, Education, and Human Development Teaching Excellence Award Committee invites nominations for the Teaching Excellence Award for 2011-12.

### **DESCRIPTION OF AWARDS:**

All Steinhardt School of Culture, Education, and Human Development full-time and part-time adjunct faculty who excel in teaching, mentoring, advising and interrelating with students, colleagues and alumni are eligible for the Teaching Excellence Award. Awards of \$1,000 each and a certificate will be given to no more than three recipients in each category.

### **NOMINATION PROCEDURES:**

In order to nominate a faculty member for this award, please submit the name of your nominee and a written statement of not more than 300 words in support of your nominee. Nominations must be received by the committee no later than **Friday, March 9, 2012**, in order to be considered for the award.

The Teaching Excellence Award gives us an opportunity to recognize outstanding teachers who influence our lives.

### **Nomination Submission**

Please submit your nominations or any questions you may have electronically to:

[steinhardt.tea11-12@nyu.edu](mailto:steinhardt.tea11-12@nyu.edu)

## Teaching Excellence Award: Selection Procedures

### I. Criteria for Selection

The awards will be based upon the abilities of each nominee in the following areas:

#### 1. Teaching

- a. To translate what a faculty member does as innovation in research, practice, or artistic production to one's classroom or field setting in terms of knowledge and passion.
- b. To motivate and affect student development and growth through diverse and inspiring teaching methods.
- c. To apply one's knowledge of the field and how it relates to students in a way that is current and appropriate.
- d. To be sensitive to diverse teaching and learning needs including cultural diversity and an effective use of technology.

#### 2. Advisement and Mentoring

- a. \*\*\*To read individual students' strengths and weaknesses so that the faculty member can offer sound advice in order to have the student achieve at a high level.
- b. To be knowledgeable of other courses available and the workings of the university to satisfy student needs and issues.
- c. To guide students for career and education possibilities based on the contemporary state of one's discipline.

#### 3. Human Interchange

- a. To motivate and effect change in students.
- b. To interrelate on a personal level and with a respectful manner.
- c. \*\*\*To work with students, colleagues and alumni.

\*\*\* Criteria 2(a) and 3(c) apply only to full-time faculty nominees.

## II. Eligibility

1. Open to both part-time and full-time faculty members.
2. Must have taught at Steinhardt for at least 5 years.
3. If a faculty member has won an award in the past, they are ineligible for another award (same as with the research award).
4. If an adjunct teaches courses in both Steinhardt and another NYU division, that faculty member would be eligible for the adjunct award, unless they have some kind of formal affiliation with the other division.

## III. Procedures

1. The Dean will initiate the formation of the selection committee of four faculty members, representing the three areas of teaching in the School, one adjunct faculty member, 4 students (2 undergraduate and 2 graduate) and one member of the administration chosen by the Dean, and convene the first meeting early each year.
2. The Committee will solicit nominations (no self-nomination allowed) and letters and statements of support from faculty, students, alumni and administrators.
3. The faculty member who is nominated will be notified. As part of the selection process, the committee will request a portfolio. The portfolio will contain a curriculum vitae, statement of teaching philosophy (up to 3 pages), summary of student course evaluations of the past three years (up to 3 pages), other supporting materials for the criteria listed including publications or classroom handouts such as syllabi and other materials which reflect upon the activities in the faculty member's classes (up to 7 pages).
4. Nominations are due no later than **Friday, March 9, 2012** with notification given to the nominees. The nominees will then have two weeks to submit supporting materials to the selection committee, due no later than **Friday, March 30, 2012**.
5. The Committee will review the material submitted no later than **Friday, April 20, 2012** and recommend the nominees for The Steinhardt School of Education Teaching Excellence of the Year Awards and report them to the Dean.