2019-2020 Collegiate Teaching Awards

Nomination Instructions

All CLAS tenure-track and clinical-track faculty members, **as well as lecturers holding a minimum 50% appointment,** are eligible to be nominated. The Collegiate Teaching Award can only be won once. Previous nominees who did not receive an award are eligible for re-nomination.

Departments may submit one nomination.

Please include the following for the nominee. Use a 12-point font in the preparation of all materials, with margins not less than 1 inch.

Materials, such as letters of support, can come from more than three years ago, provided that an explanation of the special nature of the information is given by the department/nominator.

Completed nomination materials should be submitted electronically (pdf) to peter-hubbard@uiowa.edu no later than 4:00 pm., Wednesday, January 22, 2020.

A. The **nominee** shall provide the following information: [4 pages]

- Courses taught during academic years 2016-2017, 2017-2018, and 2018-2019 (brief course description, class size, and student level).
- Other teaching activities during academic years 2016-2017, 2017-2018, and 2018-2019.
- Brief description of how the nominee's scholarly works or creative works enhanced the quality of his/her teaching.
- Statement of teaching philosophy. Why do you think your teaching is effective? How would you describe your process in engaging students? Please be specific by providing examples.
- The nominee should also **sign the Cover Page** to indicate permission to release the information contained in the application.

B. The **nominator**:

If the nominator is a DEO/DEO designee:

- DEO nomination letter. Provide a description of the nominee's activities and accomplishments which demonstrate unusually significant and meritorious achievement in teaching during the previous three academic years. Please use the following format, identifying each question by number or narrative and provide an answer to that question before proceeding to the next: 2-page maximum, 1 page per question.
  1) How do this nominee's teaching practices (including clinical lab or other formal settings) enhance student learning?
  2) How does this nominee's other contact with students (mentoring, advising, sponsoring of creative and/or scholarly achievements, etc.) contribute to students' development (intellectual growth, creative achievement, research, externships, publications, etc.)?

- Two – Four letters of support from students (undergraduate and/or graduate)

- Synopsis [maximum 2 pages] of comments from student evaluations (by course number/title, including average enrollment per course)

- DEO/DEO designee signature on nomination Cover Page

If the nominator is a faculty member:

- Faculty member's nomination letter. Provide a description of the nominee's activities and accomplishments which demonstrate unusually significant and meritorious achievement in teaching during the previous three academic years. Please use the following format, identifying each question by number or narrative and provide an answer to that question before proceeding to the next: 2-page maximum, 1 page per question.
  1) How do this nominee's teaching practices (including clinical lab or other formal settings) enhance student learning?
  2) How does this nominee's other contact with students (mentoring, advising, sponsoring of creative and/or scholarly achievements, etc.) contribute to students' development (intellectual growth, creative achievement, research, externships, publications, etc.)?

- Two – Four letters of support from students (undergraduate and/or graduate)

- Synopsis [maximum 2 pages] of comments from student evaluations (by course number/title, including average enrollment per course)

- DEO endorsement signature on nomination Cover Page

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