

Teaching Recognition Awards Program

Nomination Checklist

Name of Nominee: _____ Date of Hire: _____

Title: _____

Category (tenure track, full-time non-tenure track, part-time/adjunct): _____

School/College: _____

Department (if applicable): _____

Nominated by: _____

- for Early Performance
- for Continuing Excellence

Portfolio (compiled in this order):

- Teaching Recognition Checklist (including chair and dean signatures)
- Faculty Letter of Nomination (max 3 pages)
- Teaching Statement (max 3 pages)
- Updated CV
- Course Descriptions and syllabi (up to 3 different classes)
- OR** activities that show teaching innovation (please describe)
- Letter of support from a peer who has observed the nominee's teaching.
- Student Letter of Support
- Student Letter of Support
- Professional bio, not to exceed 500 words
- .jpg file of a recent color photograph/headshot (photo is for promotional purposes only, it will not be available to the selection committee or used in any part of the selection process)

Department Chair concurrence: _____

Date: _____

Dean concurrence: _____

Date: _____