

Teaching Recognition Award 2023-2024 Nomination Coversheet

Part of the Laura J. and L. Douglas Meredith Professorship Program

Award category

Please select one:

- Award for Early Performance
- Award for Continuing Excellence

Nominee

Nominee (full name): _____

Title: _____

Email: _____ Phone: _____

School or college: _____

Dean (full name): _____

Dean email: _____

Department, school, or unit (where relevant): _____

Chair/director (full name): _____

Chair/director email: _____

Nominator (faculty member)

Primary nominator (full name): _____

Title: _____

Email: _____ Phone: _____

The nomination packet (single PDF) includes these items in order:

- 1) This coversheet
- 2) Formal nomination letter (no more than three pages) that:
 - Makes the case for the nominee's outstanding teaching performance and collegial mentoring
 - Describes the nominee's regular teaching responsibilities, as well as any teaching mentorship activities within the department, school, or college

NOTE: The nomination letter should provide concrete examples or illustrations of teaching excellence, rather than grand statements of praise.

3) Teaching portfolio that includes:

- A teaching statement (no more than three pages) which addresses:
 - The nominee’s approach to teaching
 - Any significant teaching innovations and initiatives
 - Specific techniques for assessing or evaluating student learning
 - How the nominee uses assessment or evaluation of student learning to inform teaching innovation

NOTE: The teaching statement should highlight the nominee’s efforts to infuse consideration of diversity, equity, inclusion, and accessibility in all elements described above.

4) An updated *curriculum vitae*

5) Up to three examples (one page each) of teaching innovations used by the nominee in courses taught at Syracuse University

6) Letter of support from a peer who has observed the nominee’s teaching and can speak to the use of innovative teaching techniques and sound pedagogical practices

7) Letters of support from two former students (the letters should appropriately reflect the balance of the nominee’s teaching in undergraduate and graduate curricula)

8) A professional bio (not to exceed 500 words) suitable for publication

NOTE: The portfolio may not exceed 15 pages, excluding the *curriculum vitae*.

Also, to be submitted:

9) A jpg file of a recent (within the last five years) color photograph/headshot suitable for print and online publication

NOTE: The photograph will only be used for promotional purposes. It will not be used in any part of the review or selection process.

Primary nominator’s signature: _____ Date: _____

Chair/director’s signature (concurrence): _____ Date: _____

Dean’s signature (concurrence): _____ Date: _____

Nominations (and photographs) are due Friday, February 16, 2024. Please email the nomination as **one PDF** (and the jpg photograph separately) to Amanda Latreille, Faculty Affairs Specialist, at arlatrei@syr.edu (subject: TRA nomination).