
DATE: November 27, 2018

SUBJECT: Faculty Recognition Awards

TO: IUP Faculty

FROM: Stephanie Taylor-Davis, Director
Center for Teaching Excellence

The heart of any good university is its faculty. To recognize and support outstanding faculty members including temporary faculty and teaching associates, the Center for Teaching Excellence (CTE) offers awards that recognize teaching excellence and a commitment to our students.

Awards are by self-nomination only. Descriptions of all award categories, application procedures and application forms are provided here. If you need additional information, please call the CTE office at 724-357-7800 or send an e-mail to Stephanie Taylor-Davis, CTE Director (teaching-excellence@iup.edu).

FACULTY RECOGNITION AWARD CATEGORIES

- 1) **ACCESSIBILITY AWARD:**
Instructor makes instruction accessible to all students using universally designed access. The design ensures that all educational experiences, learning activities, and instructional technology provide for multiple means of engagement, responses, expression and assessment. Access to course or course module should be provided.
- 2) **ADVISING AWARD:**
The purpose of this award is to recognize members of the IUP community who have achieved excellence in providing academic advising and career / holistic mentoring to undergraduate and/or graduate students. Applicants for this category do not need to provide a course syllabus or student evaluations.
- 3) **COLLABORATIVE PRACTICE:** A collaborative team practice (intra- or multi-disciplinary) implemented in such a way that student learning is enhanced. Applications must clearly describe and support the efforts of each faculty member. Evidence of the collaborative nature of the project needs to be provided as well as the impact on student learning. (NOTE: Award money is split among team members.)
- 4) **CONTENT PEDAGOGY:** Course design which is especially effective in teaching content within a particular discipline. Evidence should support thoughtful pedagogical progression that maximizes student learning.
- 5) **EXPERIENTIAL EDUCATION:** The Heiges-Lamberski Award for exemplary commitment demonstrated by an experiential education or service learning coordinator in the design, development, delivery, evaluation, and/or advocacy of experiential education or service learning at IUP.
- 6) **INCLUSIVE EXCELLENCE:** Applicants will demonstrate course design and implementation strategies that respects students' differences and/or makes diversity central to the intellectual content of courses taught. Evidence provided of a teaching and learning environment where students feel that their contributions and perspectives are equally valued and respected.
- 7) **INNOVATION:** The use of techniques, methods, materials, technologies, or tools outside traditional teaching practices for such purposes as increasing student engagement, enhancing student retention, demonstrating difficult concepts, or encouraging critical thinking. Exemplary applicants will provide the pedagogical rationale for the application of the approaches employed, confirmation of the outcomes achieved, and clear evidence of the innovation aspect of the class.
- 8) **INSTRUCTIONAL TECHNOLOGY:** Outstanding course design that incorporates instructional technology. Exemplary applicants will demonstrate the application of online pedagogy, instructional design, and student outcomes. Access to course or course module should be provided.

- 9) **JOHN WOOLCOCK TEACHER/SCHOLAR AWARD FOR REFLECTIVE PRACTICE:** The thoughtful consideration of classroom events with the purpose of improving instruction and solving problems as they arise. Experience and careful analysis allow for new patterns of practice that enable the instructor to deal with present-day learning in a proactive rather than reactive manner.
- 10) **LIVING-LEARNING:** Recognizes outstanding faculty contributions to IUP's living-learning program. Outstanding faculty contributions may be the result of one, or any combination of the following: (a) role as a living-learning liaison (b) involvement with research related to IUP living-learning, (c) membership on a living-learning committee, or (d) contributions to programs and activities that promote student learning in on-campus residential communities. Including letters of support (at least one from a residence life professional staff member) and/or unsolicited student comments among the additional materials is suggested. Applicants for this category do not need to provide a course syllabus or student evaluations.
- 11) **PEDAGOGICAL RESEARCH:** Study that increases knowledge about teaching and learning as a function of actual classroom practice. This includes descriptive, correlational, experimental, or causal-comparative research. The applicant should demonstrate, in the narrative section of the application, that the Protection of Human Subject Guidelines have been followed. (www.iup.edu/irb). Evidence to clearly support the relevance of the research study is required. Applicants for this category do not need to provide a course syllabus, student evaluations, unsolicited student comments or letters of support.
- 12) **TEACHING ASSOCIATES:**
Teaching associates provide valuable service to our university community. This award is intended to recognize exemplary classroom instruction. Applicants for this award must submit a letter of recommendation from a faculty member that addresses classroom performance. Any doctoral student who is the instructor of record and is teaching in the department in which they are a student is eligible to apply for this award.
- 13) **TEACHING OF WRITING AWARD:**
Instructor demonstrates the teaching of writing in combination with the teaching of course content through writing as a mode of learning. This award is intended to recognize the thoughtful use and balance of writing-to-learn activities, writing-to-communicate assignments, and a commitment to improving students' communication skills.

NOTE: Several awards may be made in one category, and none in other categories, depending on the strength and the number of applications. Also, during the review process, the committee may choose to move an application to another award category if a stronger fit is identified.

AWARD ELIGIBILITY

In order to recognize as many faculty members as possible, previous recipients of any Faculty Recognition Awards are ineligible to apply until three award years have elapsed since receipt of their award. Consequently, faculty members who received a recognition award in the **Spring of 2016** or later are not eligible to apply this year.

APPLICATION PROCEDURE FOR FACULTY AWARDS

Applicants may apply/submit for only one award category. ALL application materials should be submitted as a SINGLE PDF file. TOTAL page length for all application materials is 25 pages, including application form and any appendices. 12 point font minimum, 1 inch margins

To be considered for an award, applications (unless noted otherwise in the award description) must include the following REQUIRED elements:

- Application Form (which serves as a cover sheet)
- Table of Contents
- Rationale (up to 3 pages)
- Course Syllabus (or syllabi)
- Student Evaluations—Course Summary Cover Sheet. Please use the electronically generated copy now provided by IT-Services.
- Letter of Support from a faculty member for Teaching Associate Award only.

In addition to the above-stated required elements, the application may also include *up to three* of the following as Appendices:

Please note: all materials submitted must pertain to the application being submitted. ****Be sure to identify how these materials are supportive of the application.**

- Sample Course Module
- Sample Course Materials
- Examples of Student Work
- Letters of Support
- Student Comments (please identify if these are solicited or unsolicited comments)
- Screen Captures
- Published Materials
- Research Data / Outcomes
- Photographs

IMPORTANT: REQUIREMENTS FOR ALL SUBMISSIONS

Applications are to be submitted electronically. They are to be emailed as a SINGLE .PDF file to The Center for Teaching Excellence at: teaching-excellence@iup.edu

ABOUT THE CENTER FOR TEACHING EXCELLENCE FACULTY RECOGNITION AWARDS

The Center for Teaching Excellence (CTE) Advisory Committee will review the applications and select the award recipients. The CTE Director and Co-Chairs of the CTE Advisory Committee will announce the names of the award winners, who will then be recognized for their teaching or advising at the April 24, 2019 CTE Faculty Recognition Dinner.

AWARD STRUCTURE: The *Living-Learning Award* is sponsored by the Office of Student Affairs, and the *Teaching of Writing Award* is sponsored by The Kathleen Jones White Writing Center and the Writing Across the Curriculum program. The remaining award categories are sponsored by the Center for Teaching Excellence. Award recipients will each receive \$500 transferred to their departmental budgets for professional development, travel, course materials, etc. Winning team submissions share the \$500.00 award. Transferred funds must be spent by the end of the fiscal year. The number of awards in total and in each category is contingent upon several factors including but not limited to, budgetary situation, total number of applicants, and number of applicants in each category.

AWARDS DINNER: Each award recipient and his/her guest will be honored by the IUP community at a Recognition Dinner sponsored by the Center for Teaching Excellence on **Wednesday, April 24, 2019** (5:00-7:00 p.m.). This event brings together many of our most dedicated teachers, their Deans, the Provost, and other supportive and interested members of the IUP community. It is a wonderful opportunity for a large population to hear about the terrific work of their colleagues.

SHOWCASING AWARD WINNERS: Successful applicants may be asked to share all or a portion of their application and/or teaching tools with other faculty via posting on the CTE website.

DEADLINE: Deadline for receipt of completed applications is **Monday, February 4, 2019.**

APPLICATION FORM
IUP Center for Teaching Excellence
2019 Faculty Recognition Awards

FACULTY NAME(S) _____

DEPARTMENT(S) _____

CAMPUS ADDRESS _____

CAMPUS PHONE _____

E-MAIL ADDRESS _____

I AGREE with this submission that if awarded, I permit submitted materials to be shared via posting on the CTE website or other university promotions.

AWARD CATEGORY: Note: Faculty are permitted to apply for an award in one category only and may only submit one application.

- | | |
|---|---|
| <input type="checkbox"/> ACCESSIBILITY | <input type="checkbox"/> INSTRUCTIONAL TECHNOLOGY |
| <input type="checkbox"/> ADVISING | <input type="checkbox"/> JOHN WOOLCOCK TEACHER/SCHOLAR
AWARD FOR REFLECTIVE PRACTICE |
| <input type="checkbox"/> COLLABORATIVE PRACTICE | <input type="checkbox"/> LIVING-LEARNING |
| <input type="checkbox"/> CONTENT PEDAGOGY | <input type="checkbox"/> PEDAGOGICAL RESEARCH |
| <input type="checkbox"/> EXPERIENTIAL EDUCATION | <input type="checkbox"/> TEACHING ASSOCIATE |
| <input type="checkbox"/> INCLUSIVE EXCELLENCE | <input type="checkbox"/> TEACHING WRITING |
| <input type="checkbox"/> INNOVATION | |

DESCRIBE: How does your application fit this category?

ABSTRACT: Provide a summary of your accomplishments in 300 words or less. (Note: this abstract may be used on CTE website and as part of the program for the annual CTE Recognition Dinner)

APPLICATION CHECKLIST:

- Prepared as a single PDF file for submission
- 12-point font minimum, 1-inch margins
- Does not exceed 25 pages

REQUIRED APPLICATION ELEMENTS

- Application Form (which serves as a cover sheet and may extend to 2 pages)
- Table of Contents
- Rationale (3 page maximum)
- *Course Syllabus (or syllabi) – Some categories do not require (see category descriptions for exemption)
- *Student Evaluations / Course Summary Cover Sheet – Some categories do not require (see category descriptions for exemption)
- *Letter of Recommendation—For Teaching Associates Award only

OPTIONAL RELEVANT SUPPORTING MATERIALS: *Up to Three of the Following*

****Be sure to identify how these materials are supportive of the application.**

- | | |
|--|--|
| <input type="checkbox"/> Sample Course Module | <input type="checkbox"/> Screen Captures |
| <input type="checkbox"/> Sample Course Materials | <input type="checkbox"/> Published Materials |
| <input type="checkbox"/> Examples of Student Work | <input type="checkbox"/> Research Data / Outcomes |
| <input type="checkbox"/> Letters of Support | <input type="checkbox"/> Photographs |
| <input type="checkbox"/> Student Comments (identify as solicited or unsolicited) | <input type="checkbox"/> Other (Please specify)_____ |

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The Center for Teaching Excellence (teaching-excellence@iup.edu).

Deadline is Monday, February 4, 2019.