

**CALL FOR
THE OU FOUNDATION EXCELLENCE IN TEACHING AWARD
NOMINATIONS**

All instructors, lecturers, assistant professors, associate professors and professors are eligible for consideration after having taught two consecutive years on the Norman Campus while holding an instructional faculty title. Instructional faculty who teach at least two lower division undergraduate courses on a regular basis will receive preferential review.

In soliciting nominations for these awards, please follow the time schedule below. The schedule has been set to allow sufficient time for the nominations to be reviewed by those involved in the recommending process. Please note that each dean is responsible for setting the college deadline for academic units to submit nominations to the dean.

TIME SCHEDULE

Deadline set by each academic college dean	Forward 16 copies of nomination packets (including letters of recommendation) to College Dean	
Deans	Forward nominations (16 copies) of faculty within their college with Dean's comments to Senior Vice President & Provost	by December 15
Norman Campus Selection Committee	Forwards recommendations to the President's Office	by January 15
President's Office	Makes final recommendations to OU Regents for March Regents Agenda	by February 5

OU FOUNDATION EXCELLENCE IN TEACHING AWARDS

Criteria for Selection. All lecturers, lecturers, assistant professors, associate professors and professors are eligible for consideration after having taught two consecutive years on the Norman Campus while holding an instructional faculty title. Instructional faculty who teach at least two undergraduate courses per year on a regular basis will receive preferential review; part time temporary instructional faculty who teach only one course per year may also be considered. Nominees for this award should excel in all aspects of their instructional duties including receiving course evaluations from students that place them within the top 15% of their college's instructors. Instructional faculty who are nominated for this award should inspire their students within the classroom, and mentor and advise students outside the classroom. They should exemplify to their students and to the University community at large the importance of a considered and reflective life of learning and teaching.

To support this charge, nomination materials will include:

1. The nominee's vita and faculty evaluations for the previous two years and the summary of course evaluations for each course taught during the previous two years including the percentile ranking of the student's evaluation of each course taught within the past two years.
2. A narrative assessment (no more than 2 double-spaced pages) of:
 - A. The nominee's contribution to the undergraduate instructional enterprise including such examples as:
 - 1) The effectiveness of lower-division and upper-division undergraduate courses developed and taught by the nominee.
 - 2) The extent of the nominee's involvement with undergraduates in advising and mentoring within the academic discipline. This could include the quantity and quality of the independent study enrollments (3990, 4990, 3960, 3980, etc.), Undergraduate Research Opportunities Program (UROP) and Undergraduate Research Day (URD) sponsorships, Research Experience for Undergraduates (REU) sponsorships, placement of undergraduates in quality graduate programs, number of academic advisees, and the sponsorship of academic clubs or academic honoraries.
 - 3) The extent of the nominee's involvement with the planning and review of the undergraduate program within the academic unit. This could include chairing an undergraduate studies or program committee that undertook major changes in the undergraduate program or other leadership roles within the academic unit, college, or university that resulted in an updated and improved undergraduate program.
 - 4) The extent of the nominee's involvement with undergraduates through University-wide programs such as the freshmen Gateway courses, freshmen seminars, the residence hall adopt-a-faculty program, or other programs outside the classroom.
 - B. *(If the nominee has not taught graduate course), this section can be omitted* The nominee's contribution to the graduate instructional enterprise including such examples as:

- (1) The effectiveness of graduate courses developed and taught by the nominee.
 - (2) The extent of the nominee's advising and mentoring involvement with graduate students within the academic discipline. This could include numbers of theses and dissertations supervised, publications co-authored with graduate students, graduate students supported through external grants and contracts, and the job placement of the nominee's graduate students.
 - (3) The extent of the nominee's involvement with the planning and review of the graduate program within the academic unit. This could include chairing a graduate studies or program committee that undertook major changes in the graduate program or other leadership roles within the academic unit, college, or university that resulted in an updated and improved graduate program.
- C. Up to three letters from among current undergraduates or alumni, current or former graduate students, University colleagues or colleagues within the nominee's academic discipline from the Norman Campus or other campuses. Among all these letters, there should be commentary attesting to the nominee's ability to inspire students they teach and mentor.

Selection Committee. The Norman campus selection committee will be comprised of The President, The Senior Vice President & Provost of the Norman Campus, a former Chair of the Norman Campus Faculty Senate, and a trustee of the University of Oklahoma Foundation.

Selection Procedure

Initiation - The President's Office -- in conjunction with the Senior Vice President and Provost of the Norman Campus will issue a call for nominations by September 30.

Nominations - Nominations should be prepared by chairs, directors, and committee A or other faculty groups and forwarded to both the appropriate dean and Provost. Self-nominations will not be accepted. Deans will forward the nominations with their own comments to the Senior Vice President and Provost who will compile the nominees and schedule a selection committee meeting.

Number of Awards - Six Awardees will be selected each year. At least two awardees each year will be from among the temporary instructional faculty serving the instructional mission of the Norman Campus.

The President will make recommendations to the Board of Regents during the March Regents' meeting.

The final selections will be announced for Norman Campus at the annual Faculty Tribute Ceremony.

Perquisites

The Award is \$ 5,000.

(President, 9-23-06)