

2009-2010 EXCELLENCE IN TEACHING AWARDS
GUIDELINES FOR NOMINATIONS AND APPLICATIONS

CRITERIA

I. SUBJECT MASTERY AND SCHOLARSHIP

The teacher demonstrates mastery of the subject matter in courses taught, has the ability to organize, emphasize and clarify ideas, elicit useful questions, communicate knowledge beyond the mere exchange of information. The teacher blends new ideas, research and developments into classroom instruction.

II. TEACHING EFFECTIVENESS AND CREATIVITY

The teacher has developed effective skills in managing the art and craft of teaching; well-prepared for class, interesting and clear presentations, fair and reasonable evaluation of students, ability to encourage and motivate learning in students. The teacher is open to new techniques and approaches to stimulate learning, and demonstrates these qualities in innovative ways.

III. PERSONAL VALUES BENEFICIAL TO STUDENTS

The teacher has an interest in student learning and the quality of the learning environment, is enthusiastic about teaching, approachable, tolerant of different viewpoints, sensitive to cultural, ethnic and gender differences among students. The teacher promotes civility and good relationships among students.

PROCEDURES

Nominees will be notified by their college dean about requirements and deadlines for submitting applications. All applications must include a statement of a **philosophy of teaching, letters of support, information on courses taught and number of students for the previous three year period, summaries of student course evaluations for all courses taught during the last three years, current curriculum vitae, and supporting materials demonstrating creative and innovative teaching.**

All applications will be screened by the College/School committees which make recommendations on finalists to the Honors and Awards Committee. This campus wide committee is comprised of previous Board of Regents awardees. Recommendations for award recipients are sent to the President and Chancellor.

**University of Hawai'i at Manoa
NOMINATION FORM FOR EXCELLENCE IN TEACHING AWARDS
2009-2010**

Eligibility:

For the academic year 2009-2010, the Board of Regents will present six awards to Manoa faculty and the Chancellor may award additional Citations in recognition of outstanding performance as teachers. These annual awards recognize the importance that students, faculty and administrators place on quality teaching on this campus. Any full-time faculty member with instructional duties (except previous Board of Regents winners) with an established record of accomplished teaching for the last 3 years at UH, as well as EWC or Research Institute joint appointees with at least 50% teaching loads during the previous 3 years, is eligible for the award and may be nominated by any student, faculty member, administrator, or alumnus/a. The guidelines provided on the reverse of this form detail the criteria on which nominations can be made and on which nominees will be judged in the selection process. Nominations of those faculty who do not meet the strict eligibility criteria (ex. specialist faculty with alternative teaching duties) require a letter of explanation by the Dean and will be considered as exceptions on an ad hoc basis by the Honors and Awards Committee.

Procedures:

- Use this form to submit your nomination; mail or bring the form to the Office of Faculty Development and Academic Support, Kuykendall Hall 107, 1733 Donaghho Road, Honolulu, HI 96822 or to the Office of the Dean of the College or School to which the faculty member belongs.

- **Deadline for nomination is Thursday, December 10, 2009.**

- The College/School deans will appoint a committee to select the College/School finalists and the campus wide Honors and Awards Committee will receive the finalist applications and make recommendations to the President.

Please print

Name of Nominee	Last	First
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Department

Your Name	Last	First
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Campus or Home Address

City, State, Zip Code	Telephone
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