

Guidelines: Distinguished Faculty Awards in Teaching

Purpose of the Award

To honor Arts & Sciences faculty members' excellence in teaching and its significant impact on students.

What Is Awarded

\$400, a plaque, recognition at the College of Arts & Sciences' Celebration of Excellence in April, and nomination to the university-wide presidential distinguished faculty awards.

How the Awards Are Adjudicated

The Ad Hoc Committee on Awards selects finalists and forwards them to the Dean, who approves winners.

Eligibility

All full-time and part-time faculty are eligible. Full-time nominees must be tenured, tenure-track, or contracted. All nominees must have been employed by the university for the preceding five years.

The award can only be received once during an individual's career. Nominations of individuals who don't receive the award may be updated and resubmitted in a later year. To align with university-wide presidential awards, self-nominations will not be accepted.

Preparing the Nomination

Nominations require:

- 1) A persuasive rationale with a delineation of the criteria used to declare the nominee's teaching as outstanding.
- 2) An updated C.V. listing articles, books, materials, or other documentation
- 3) Nominators must obtain the consent of their nominees.

Submit nomination packets to the webform on the Awards website
(<https://louisville.edu/artsandsciences/faculty-staff/awards-recognition/awards/nominations>)

Deadlines vary from year to year and are listed on the website at:
(<https://louisville.edu/artsandsciences/faculty-staff/awards-recognition/awards/nominations>)

Additional Materials for Finalists; University-wide Presidential Awards

From the pool of nominations received, the Committee will compile a short list of finalists. For those finalists, the committee will solicit further information to comply with the requirements of the university-wide presidential awards, including:

- A letter of support from the department chair
- Nominee's statement of professional teaching philosophy
- Additional letters of support, if warranted (No more than two)
- Summary of student evaluations
- Sample syllabi, tests, or project assignments

Winners become the A&S nominees for the university-wide presidential distinguished faculty awards in that category.