

BART CARDON SUSTAINED EXCELLENCE IN TEACHING AWARD APPLICATION/NOMINATION FORM

I. Please provide the following information

- A. Today's date
- B. Nominee's name, title, and school/department, campus address, telephone number, email address
- C. Nominee's degrees (degree, institution, major, and date)
- D. Nominator's name, title and school/department, campus address, telephone number, email address

II. Nominee's Appointment: (% instruction). If the appointment has changed over time please indicate the timeframe for each appointment.

III. Nomination Details

A. Teaching Quality Assessment

1. Nomination summary (Limit: one page): The nominee should describe recent and sustained excellence in teaching in formal instruction (i.e., formal courses and seminars). Note any awards and honors related to teaching; highlight participation in teaching workshops or professional development relevant to teaching; and if possible, refer to peer evaluations of teaching.

2. Supporting documentation

- a. Include only the summary section from teacher course evaluations (TCEs) for all formal courses and seminars taught in the past five years. This is the "TCE comparison report" for overall teaching effectiveness. Please do not regraph. Limit: variable depending on the number of courses taught.
- b. Comment on TCE scores to provide the evaluation committee with more information. For example, note if scores have improved over time or explain circumstances if scores are lower than those of comparison groups. Limit: one page.
- c. Include student comments, indicating the course and semester from which they came. Comments from multiple courses are acceptable. Limit: one page.

B. Philosophy of Teaching, Teaching Methodology and Teaching Initiative/Innovation (Limit: 2 pages)

1. Philosophy and methodology: Succinctly describe philosophy on teaching and advising, the rewards of teaching and advising, problems encountered, and improvements that have been made.

2. Courses initiated or developed. Include date, reason for initiation, and focus of development or innovations.

3. Innovative practices other than course development.

C. Service to the Teaching Profession (Limit: one page)

This section should address the degree to which the nominee provides leadership in promoting outstanding

teaching at the departmental, college, university, regional and national levels. Consideration will be given to committee activity, publication, grants received, presentations, and recognition.

1. Curriculum development or related committee/leadership activities (University, CALS, Unit)
2. Community instructional activities/committees (e.g., high schools, community colleges)
3. Teaching awards and teaching grants
4. Instruction related publications
5. Participation in professional and honorary societies (memberships, activities, offices), especially as relevant to service in teaching-related aspects of society activities (e.g., committees, task forces, workshops, etc.)

D. Service to Students: Research Education, Undergraduate / Graduate Academic Advising (Limit: one page)

This section should address the degree to which the nominee has an exemplary record of student service through such activities as academic and career advising, mentoring, supervising internships, placement of graduates, sponsorship of student association, graduate committee service, etc.

1. Service on graduate student committees for whom you were not the major advisor (5-year period). List the year, student's name, and whether M.S. or Ph.D.
2. Thesis/Dissertation committee chair and/or major advisor (5-year period). List the student's name, topic, date of intended or actual graduation from graduate studies, and whether M.S. or Ph.D.
3. Undergraduate academic advising (5-year period). List the year and number of undergraduate advisees.
4. Other research or advising consultation with students not included above.

E. Professional Growth and Competencies Development (Limit: one page)

1. List and describe informal courses (e.g. workshops, internships, continuing education) taught and/or completed in the past three years. Include events, dates, and audience level.
2. List community organizations and student clubs involving advising, directing or instruction in the past three years, including dates, position, and responsibilities (e.g., 4-H, FFA, student clubs within the College and/or University)
3. List outreach and/or public speaking engagements for the past two years (e.g., Invited Speaker, Career Day Speaker, etc.).

Please send nomination form as a single PDF via email to cmazon@email.arizona.edu. Receipt of packets will be acknowledged by email. For submission details and requirements see [Teaching Award web page](#).