

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. Letter of Nomination

B. 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, faculty learning communities, or any other professional development relevant to teaching; and if possible, refer to peer evaluations of teaching.
2. Philosophy of Teaching, Teaching Methodology and Teaching Initiative/Innovation (**Limit: 2 pages**)
 - a. Philosophy and methodology: Succinctly describe philosophy on teaching, the rewards of teaching and advising, problems encountered, and improvements made.
 - b. Innovative practices other than course development.
 - c. Courses initiated or developed. Include date, reason for initiation, and focus of development or innovations.
3. Supporting documentation
 - a. Teacher Course Evaluations (TCE)/Student Course Survey Data (SCS). Please include your results for the last five years on the items regarding *Overall teacher effectiveness*, *Students' feelings of being treated with respect* and the *Amount Learned*. See attached suggested template.
 - 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. Alternatively, faculty may use the word cloud tool offered via OIA. **Limit: one page.**
 - d. Candidates are encouraged to include a peer review of teaching from the last calendar year, and one letter of support from a student.

C. Service to the Teaching, Students, Research, and Advising (**Limit: two pages**)

This section should address the degree to which the nominee provides leadership or exemplary service through promoting such activities as: outstanding teaching academic and career advising, mentoring, supervising internships, placement of students, sponsorship of student association, graduate committee service, etc. Possible items to consider including appear below:

- Curriculum development or related committee/leadership activities not already listed in part B 2(University, CALS, Unit)
- Community instructional activities/committees (e.g., high schools, community colleges) and informal courses (e.g. workshops, internships, continuing education) taught and/or completed in the past three years, and 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)
- Instruction-related publications
- Participation in professional and honorary societies (memberships, activities, offices), , as relevant to service in teaching-related aspects of society activities (e.g., committees, task forces, workshops, etc.)
- Outreach and/or public speaking engagements related to teaching and learning for the past two years (e.g., Invited Speaker, Career Day Speaker, etc.).
- Advising and service to graduate and undergraduate student including committee membership (MS, PhD, Honors Thesis etc.), and/or official and unofficial advising of students.

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](#).

Table of Teacher Course Evaluations (TCS) and Student Course Surveys (SCS) for *Dept Course #*

DEPT (AREC, AETI, ETC) 195	Course Term and Format (online, in-person)		Course Term and Format (online, in-person)		Course Term and Format (online, in-person)	
	Mean	Group Mean/% Frequency Agree	Mean	Group Mean/% Frequency Agree	Mean	Group Mean/% Frequency Agree
TCE SCS Items						
Overall Teaching Effectiveness	x.xx	x.xx	x.xx	x.xx	x.xx	x.xx
Students treated with respect	x.xx	x.xx	x.xx	x.xx	x.xx	x.xx
Amount Learned	x.xx	x.xx	x.xx	x.xx	x.xx	x.xx
Selected Student Comments:						