Announcing

Board of Governor’s Award for Teaching Excellence

&

NCCU Teaching Awards

for

2013 - 2014

*Nominations Due: 5:00 p.m. Monday, December 9, 2013
*Acceptance Letters Due: 5:00 p.m. Tuesday, December 17, 2013

*Portfolios for BOG and NCCU Teaching Awards are due Monday, January 6, 2014, 5:00 p.m.
at the Faculty Senate Office

Send Nominations and Acceptance Letters to:
Faculty Senate Office
105 Taylor Educations Building
All letters must be sealed and received by the Office Assistant Ms. Rosalind Coleman
or by email to: facultysenate@nccu.edu

For Eligibility and Portfolio Requirements,
Contact the Office of the Faculty Senate 530-5369

*No Materials Will Be Accepted After the Posted Due Dates and Times
North Carolina Central University Award for Teaching Excellence
Portfolio Completion Checklist

Eligibility Requirements

- Faculty who have been full-time faculty members at the university for three consecutive years and whose faculty assignments have been at least 50% teaching for each of the last two semesters prior to nominations being made shall be eligible for the NCCU Award for Teaching Excellence.
- Faculty must be in residence at the university during the semester that the nomination is made.
- Faculty, staff, current students and alumni may submit nominations. Self-nomination is also accepted.
- Faculty members who have received the Teaching Award within the past three years are not eligible for nomination.

Submitting a nomination

Nominees for the North Carolina Central University Award for Teaching Excellence must submit a portfolio that includes these materials in the following order:

1. Candidate’s statement of teaching philosophy (approximately four pages) with emphasis on instructional activities.
2. Biographical sketch of nominee (not to exceed two pages). Include a 5x7 current black-and-white photograph.
3. A copy of the nominee’s curriculum vitae.
4. Supporting statement from candidate, advocate and/or nominator.
5. Supporting statement from the department head or dean verifying the candidate’s length of service at the university, class loads, and student enrollment in each class, and that the candidate has taught the six semesters prior to nomination.
6. Student evaluations (SRIs) for courses taught during the past three years.
7. Copies of annual peer evaluations (summary sheets of departmental instrument for annual faculty review).
8. Evidence of outcomes (performances) of current and former students under tutelage of the nominee. Documentation may include evidence of graduate and professional education; work experience; performances; exhibitions; publications; or presentations.
9. Evidence of scholarly activities that may enhance teaching.
10. Letters from current and former students (limit of six).
11. Letters from faculty and other professional peers (inter- and intra-university). One must be from the department head or dean of the school (limit of three).
12. Classroom observation/members may request to observe classes.

All letters of recommendation should be sealed and have the name of the person requesting the recommendation written across the seal. Recommenders should send letters directly to the Office of the Faculty Senate (105 Taylor Education Building), not to the nominee. Recommendations can also be provided by email: facultysenate@nccu.edu.

For more additional information call Ms. Rosalind Coleman at 530-5369
Board of Governor’s Award for Teaching Excellence
Portfolio Completion Checklist

Eligibility Requirements
- Faculty who are tenured and have been full-time faculty members at the university for seven consecutive years and teach in the academic year in which they are nominated are eligible for this award.
- Faculty, staff, students (current) and alumni may submit nominations. Self-nominations are acceptable.

Submitting a nomination
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1. Candidate’s statement of teaching philosophy (approximately four pages) with emphasis on instructional activities.
2. Biographical sketch of nominee (not to exceed two pages). Include a 5x7 current black-and-white photograph.
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