

Adjunct and TA Teaching Awards

Timeline:

- Nominations will be open from mid-November through the end of February. Announcements will be made electronically to all students enrolled in a class taught by an Adjunct or TA. Peers of Adjuncts and TA's will also receive notice. The announcements will be at regular intervals three times during the nomination period.
- Award Committees (cf. below) should be determined by the Faculty at the January meeting, and the members should establish a date to meet so that a decision can be reached by mid-March.
- The Department Chair will make the decision of the Award Committees known to the recipients. The awardees will be honored at an event organized by the Department Chair.

Criteria for Teaching Award:

- Nominated by a student, TA or Adjunct peer.
- Good academic standing in the Department.
- Generally positive student evaluations.
- Recommendation of Level Coordinator.
- Previous recipients are not eligible.

The Award Committee for the Adjunct Teacher Award will consist of:

- Department Chair
- Volunteer from the Faculty at large
- Graduate Student Representative or Alternate

The Award Committee for the Graduate Teaching Assistant Award will consist of:

- Department Chair
- Volunteer from the Faculty at large
- Adjunct Representative to the Faculty or Alternate

Each Award Committee should consider:

- Student evaluations from previous semester(s)
- Level Coordinator's letter of recommendation
- Nomination form(s)

The Award Committees' responsibilities include:

- Establishing the method it will use to select award recipient from among nominees.
- Select award recipient.
- Designate a committee member to write the nomination letter for the Graduate Student Association's Teaching Award (for Teaching Assistant Award recipient ONLY).
- Submit the Department's nomination on or before the deadline to the Graduate School.

Recipients will receive a certificate recognizing their achievement. A monetary award is included, the amount of which is determined by the Chair depending on the budget.

Amended 4/24/08