

Full-Time Lecturers Outstanding Teaching Awards

Award Overview

The Division of Academic and Student Affairs at Eastern Michigan University is committed to providing encouragement and incentives in support of outstanding teaching achievements. Towards this end, the Division will honor full-time lecturers who have distinguished themselves as outstanding teachers with an award to be presented at the Distinguished Contributions Awards Ceremony. The selected recipient will receive a \$1,000 one-time, lump-sum award (not included in the lecturer's base salary), and a plaque commemorating his or her achievement. Any current Full-time Lecturer who was also a full time lecturer during the 2021-2022 academic year is eligible to receive this award, with the exception of the winner of this award from any of the previous five award periods (awarded in 2018, 2019, 2020, 2021 or 2022).

Nomination Process and Deadlines

Eastern Michigan University administrators, faculty, full-time lecturers and/or any group of three (3) students per nomination are eligible to submit nominations to the online nomination portal. Full-time lecturers may also nominate themselves.

Timeline

November 28, 2022 – January 23, 2023 at 11:59 pm	Nominations are submitted online* at https://emich.infoready4.com for review by the Selection Committee. A member of the Selection Committee will acknowledge the submission of the nominations, through the online system, within one (1) week of the January 23 submission deadline.
January 24, 2023 – February 6, 2023	The Committee members will review the materials.
By February 13, 2023	The Committee submits a recommendation for the award to the Provost. Applicants will be notified in writing of the Provost's decision.

Committee and Review Process

The EMU-FT Lecturers Distinguished Teaching Award Review and Selection Committee (heretofore referred to as "the Committee") will consist of members of EMU-FT, and will be chaired by a member of the Committee as selected by a majority vote of the Committee members. Full-time Lecturers serving on the Committee will consist of those who are ineligible or have chosen not to be nominated for the award for the academic year to which this awards nomination form pertains. The EMU-FT Member Council will work with the Union Council to select the members of the Committee. Any Lecturer that is interested in serving on the committee, and is willing to forego the ability to be nominated for an award for the academic year to which this awards nomination form pertains should contact Tim Allen, EMU-FT Union Organizer, at either EMUFTorganizer@gmail.com or (734) 487-5448. The Committee will meet to discuss the nominations, vote and select the award recipient. The Committee members will receive the expectations and criteria for this teaching award from the Committee Chair. The Committee shall recommend an awardee to the Provost.

Criteria:

A nomination packet must be submitted online* at <https://emich.infoready4.com> and contain all the required information in order for the nominee to be considered. It is the responsibility of those presenting the nominations to provide supporting data. Nominators are asked to please focus the nomination on the information relevant to the nominee's teaching skills and achievements. A ranking will be applied to the information based upon these criteria:

- Mastery and understanding of the field.

- Ability to communicate a passion for learning to students, and to honor and nurture that passion in students
- Ability to teach in ways that respect both the stated objectives of a course and the particular abilities, interests, and goals of students in a course
- Ability to inspire students to think critically; to facilitate students' ability to extend their learning beyond their prior knowledge and develop a more comprehensive view of the field, themselves, and the world
- Creative and innovative use of human and material resources to help students extend their learning
- Commitment to students outside the classroom, including such activities as tutoring, mentoring, advising, and sponsoring a student group

The selection committee will not accept late applications, and applications are only valid for the year submitted.

Nomination Materials

Upload the nomination materials. All nomination material elements should be combined into one pdf file. The name of the pdf must be applicant's last name, first name, award and year. Example: Smith_John_Full Time Lecturer_2022

Nomination materials must be submitted online at <https://emich.infoready4.com>* and must include:

- Cover sheet (online fillable form in InfoReady)
- Personal Narrative (2-4 pages, double-spaced, plus explanatory and supportive documentation) addressing:
 1. Philosophy of teaching with carefully explained teaching innovations
 2. Commitment to students in the classroom and in the EMU community
 3. Summaries of course and curricular innovations developed/used by the nominee
 4. Professional development activities connecting directly to classroom practices (note that professional development activities should connect directly to classroom practices and could occur in relevant community activities, EMU professional development programs, and/or relevant academic courses)
- A current CV
- Representative syllabi from two different courses
- Letters of support from individuals who are familiar with the nominee's teaching credentials and performance, for example: students, colleagues, department heads, school directors
- Yearly evaluations by department heads/school directors/faculty
- Quantitative data from all student classroom evaluations for the fall 2021 semester

Applicants may also include:

- Quantitative data, including, but not limited to, student classroom evaluations, for a period of up to five years ending at June 30, 2022
- Letters of support from outside EMU
- Evidence of service to EMU
- Evidence of research/scholarship

Additional relevant materials may be included.

***Nominators can log in using emich.edu credentials. Also, Nominators do not have to complete the nomination in one sitting—nomination packages can be started, saved, and then completed at another time.**

Rev. 11-22-22