**2020 Recognition Awards**

**Submission** **Deadline: 5:00 p.m. on Friday, January 31, 2020.**

**Submit nominations via email to: Nominee’s academic chair or director.**

Inquire well in advance of the deadline for unit-specific nomination processes or guidelines.

**Excellence in Teaching by an Instructor Award**

**Purpose:** Recognize faculty instructors who demonstrate excellence in and outstanding commitment to classroom teaching.

**Criteria:** Demonstrated excellence in classroom teaching, including outstanding student evaluations, specific examples of pedagogical innovation or scholarship, meritorious classroom performance, a range of teaching responsibilities, and additional demonstration of instructional contributions outside the classroom.

**Specific eligibility:** Faculty instructors in any academic unit within the College of Arts and Sciences.

**Required Materials**

All nomination packets must include the following materials:

* **CAS Award Nomination Form**

See next page for award-specific form. Do not include this instruction page.

* **Nomination Statement** (Limit of two pages)

A broad description of why the nominee is deserving of the award. Cite specific examples of relevant accomplishments and meritorious teaching. Focus on the impact of the nominee’s work within the discipline, across the institution, and/or on students. Include internal and external recognition of note. Additional award-specific criteria are listed above.

* **Nominee’s Curriculum Vitae Limit**

10 pages.

* **Supplemental Materials**

Attach additional documentation of outstanding innovation or accomplishments in teaching. Course evaluations and one letter of support or testimonials from students are required. (Please limit course evaluation report to score summaries and selected comments – 3 pages maximum.)

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**Questions?**

Contact the Office of the Dean at cas.awards@wsu.edu.

**Excellence in Teaching by an Instructor Award**

**2020 Award Nomination Form**

*Nominations are due to nominee’s chair or director by 5:00 p.m. on Friday, January 31, 2020*

**Nominee:**

**Title:**

**Department/School/Program:**

**Campus Zip:**

**Office Phone:**

**WSU E-mail:**

**Date of first faculty appointment at WSU:**

**Nominator:**

**Title:**

**Department/School/Program:**

**E-mail:**

 **Campus Zip:**

***FOR CHAIRS AND DIRECTORS ONLY***

I electronically endorse and support the above-named nominee for the Excellence in Teaching by an Instructor Award.

**Chair/Director:**

**Date:**

A confirmation email will be sent to the chair/director after the complete nomination packet has been received by the Office of the Dean.