

ILLINOIS STATE UNIVERSITY



The College of Arts and Sciences Excellence Award for Outstanding Teaching by a Pre-tenured Faculty Member

(for achievements during the last three calendar years,
from January through December)

GUIDELINES

If you have any questions regarding the CAS Excellence Award for Outstanding Teaching, please contact
Dr. Sally Parry, Associate Dean at 8-5669
(or e-mail: separry@ilstu.edu)

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(for achievements during the last three calendar years, from January through December)

PURPOSE

The College of Arts and Sciences has a deep commitment to outstanding teaching and research as evidenced by its sponsorship of its annual CAS Excellence Awards. The CAS Excellence Award for Outstanding Teaching by a pre-tenured faculty member is among the highest honors bestowed upon a pre-tenured faculty member by the College. It is a peer-determined award that recognizes and rewards the faculty member with the most extraordinary record of teaching in the preceding three calendar years.

AWARD DESCRIPTION

An award, to be determined by endowment earnings, will be made to a pre-tenured, tenure-track faculty member.

SELECTION PROCESS AND CRITERIA

Applicants should submit an application form, a current *curriculum vitae*, and supporting materials (e.g., teaching portfolio) to their D/SFSC. The D/SFSC shall screen applications and forward no more than one nominee per pre-tenured teaching category to the College Teaching Award Committee along with the nominee's materials and a letter of nomination by the D/SFSC. The Dean will make the final selection from a list of finalists sent forward from the College Teaching Award Committee.

(Note: Applicants should follow the [guidelines for a teaching portfolio](#), as well as the University ASPT document, Appendix 2, for a summary of common teaching activities and factors used for the evaluation of teaching. The timeframe for the College award is three years. Be aware that the University awards cover the last five years.)

PROPOSAL PROCESS AND SUBMISSION DEADLINES

Applications, along with supporting materials, must be submitted electronically to the College office, **by 4:30 p.m. on the last Friday in March.**

Deadlines:

Last Friday in March: D/SFSC forwards no more than one application per category to College

April/May: College Teaching Award Committee makes recommendations to the Dean and an awardee is chosen

September: Award is presented at the CAS Award Ceremony held at the Dean's Fall Address

ELIGIBILITY

Individuals eligible for an award must be pre-tenured, tenure-track faculty of the College of Arts and Sciences at Illinois State University at the time of application and must have been employed by ISU for at least three years. It is expected that the award recipient will remain at Illinois State University for at least one academic year following the award. Department Chairs are ineligible to apply. A faculty member will not be eligible for more than one Outstanding Teaching Award within any three-year period.

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The College of Arts and Sciences Excellence Award for Outstanding Teaching by a Pre-tenured Faculty Member Calendar Year

Name: _____

Date: _____

Department: _____

Initial Date of ISU Employment: _____ Initial Rank: _____

Present Rank (and effective date): _____

Areas of Specialization:

Applicant's Signature

Date

Checklist

- Letter of nomination from the D/S FSC _____
- Current *curriculum vitae* _____
- Teaching Portfolio with supporting materials _____