**THE SSU BOARD OF TRUSTEES  
DISTINGUISHED TEACHING AWARD 2024**

Shawnee State University is a teaching institution. To acknowledge outstanding teaching, the University has established an annual award that includes a monetary prize.

**Who is eligible?**

Any full-time tenured or tenure-track-eligible faculty member or full-time instructor (FTI) who has completed three years of service at SSU at the time of the nomination.

**Who may nominate?**

Any full-time faculty (including FTI), administrator, or full-time student may nominate an eligible faculty member whom they believe displays the criteria for this award.

**Criteria**

Extraordinary dedication to teaching demonstrated by excellence in the following areas:

* impact on and involvement with students
* scholarly approach to teaching and learning
* contribution to undergraduate education in the institution, community, and profession
* support from colleagues, current and former students.

**Process**

A nominator should submit this completed form and a one- to two-page letter of nomination to one of the two academic deans no later than **March 18, 2024**. The nominating letter should present a rationale for the nomination thatspecifies what makes this faculty member an outstanding teacher. It should also provide examples of demonstrated teaching excellence. The letter of nomination and this form may be submitted to the office of CAS Dean, Dr. Kimberly Inman, Massie Hall room 100, or the office of CPS Dean, Dr. Christine Raber, third floor of ATC. Subsequently, each dean will forward to Teaching and Learning Center Director Christy Zempter ([czempter@shawnee.edu](mailto:czempter@shawnee.edu)) the names of all nominees along with their nomination materials. (Electronic versions are acceptable via email.)

Upon receipt of these documents, the TLC director will request supporting documentation from each nominee to be submitted by **March 25, 2024.** Complete nomination packets then will be sent to members of the TLC advisory committee for review. The committee will vote to select the award winner from the nominees by **April 8, 2024.**

**Required Documentation from Nominee** (Limit 10 pages)

* Letters of support from one colleague and one current or former student
* Brief reflective essay (two to four pages) that speaks to how the nominee meets the criteria for the award.
* Any other documents the nominee would like to include to provide further evidence of excellence in teaching/advising

ALSO REQUIRED (but not counted in the 10-page limit)

* Curriculum Vitae
* Course evaluations for the past three years

**Nominated Full-Time Faculty Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Nominator: (Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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