

# Application for Excellence Award

Description: Ithaca College is pleased to invite applications for five Faculty Excellence Awards. Each award now carries a prize of \$1,500. In order to be eligible for these awards, a candidate must be a full-time faculty member who has completed at least one year of employment at Ithaca College and who will be full time during the 2009-2010 academic year. The application for the award should focus on excellence in teaching, scholarship, and service as stated in the *Ithaca College Policy Manual 2002-2003, Volume IV: Faculty Handbook*. Please refer to the appendix for excerpts from the foremost criterion as per the manual.

Candidates should be excellent in all areas and be able to demonstrate distinction in at least one. Examples could include, but are not limited to, the following: innovations in teaching, diversity initiatives, a commitment to sustainability, significant scholarly achievements, experiential and service learning initiatives, effectively incorporating one's scholarship in the classroom, bringing national/international recognition to Ithaca College, and exemplary service commitment to the College community, the larger community, and/or the discipline.

**\*\*** All candidates meeting these criteria, with the exception of those who have received an excellence award within the last five years, are eligible to apply.

Procedure: Any faculty member, student, staff member, internal or external professional/community colleague, or alumna/us may nominate an individual for an excellence award. It is the **nominator's** responsibility to complete and submit the application, although a student or alumna/us nominator may request that this responsibility be given to a faculty member. Self-nominations are not eligible. Responses on the Cover Page must be typed or printed legibly using black ink. All letters must be typed and no longer than two pages in length (12 pt. font). There is no length restriction for the curriculum vita. The application must contain the materials listed below. No additional materials will be considered. Applications will be reviewed by the Faculty Development Committee and previous recipients of Excellence Awards. Reviewers are ineligible for this award and may neither nominate nor write in support of a candidate. The award recipients will be recognized at Convocation and at the annual luncheon for recipients of faculty development awards held in May.

- **Cover Page** (see reverse).
- **Curriculum vita.**
- **Letter of application by the nominee.** Nominees should consider this letter as an opportunity to reflect on their overall commitment to excellence in teaching, scholarship, and service, while highlighting their particular area(s) of distinction (not to exceed two pages, 12 pt. font).
- **Nominating letter.** The nominator's letter should describe the writer's relationship to the candidate. Comments must focus on excellence as described above and either address the candidate's overall excellence in teaching, scholarship, and service, or focus on one particular area to which the nominator can attest.
- **Two support letters from faculty colleagues.** If the nominating letter has been written by a faculty colleague, the nominating letter would count as one of the two faculty support letters.
- **One support letter from a student or alumna/us.** If the nominating letter has been written by a student, the nominating letter would count as one of the student support letters.
- **One support letter from either an internal or external professional/community colleague.** If the nominating letter has been written by either, the nominating letter would count as the support letter.

**This form and the supporting materials must be submitted together to Annette Levine, Chair, Faculty Development Committee, Department of Modern Languages and Literatures, 409 Muller Faculty Center, 274-3252, alevine@ithaca.edu by Friday, March 27<sup>th</sup>, 2009.**

## **Application for Excellence Award**

### **Cover Page**

#### **1. Candidate Information**

Name:

Department/Program:

Office Phone Number:

Home Phone Number:

E-mail Address:

Teaching Content Area(s):

#### **2. Nominator Information**

(If nominator is a student or former student, please indicate first-year, sophomore, junior, senior, graduate student, or alumna/us.)

Name:

#### **3. Support Statement Information**

Name of Faculty Colleague #1:

Name of Faculty Colleague #2 (omit if nominator is faculty member):

Name of Student and Year (omit if nominator is student):

Name of internal or external professional/community colleague:

## **Teaching**

*An excellent teacher demonstrates mastery of the following: command of the subject, an analytical approach to the material, recognition and contrast of variant interpretations of the data where appropriate, consideration of current work in the field, and ability to show the relationship between the particular subject and other areas of knowledge. The excellent teacher also clearly explains expectations and subject matter, recognizes the students' level of comprehension, defines the objectives; summarizes major points, organizes the material logically, and emphasizes crucial ideas; encourages student participation, welcomes interaction with students, and is sensitive to the response of the class; deals ethically with students, and seeks rapport with them; motivates and challenges students, is dedicated to the subject and the teaching profession, displays self-confidence, and communicates a sense of excitement for the pursuit of knowledge.*

## **Scholarship**

*As a teaching community of scholars and artists, faculty are expected to contribute to the fields of knowledge within their expertise. Scholarship and professional activity are manifested in many ways -- for example, by research, paper presentations, publications, editorships, creative performance and exhibits, and by continued study in the discipline.*

*Scholarship can take many forms. It includes, for example, articles in journals, research monographs, scholarly books, treatises, chapters in larger works, papers presented at academic meetings, and published instructional materials. In addition to traditional written works, scholarship may encompass, in particular disciplines, such types of expression as stage productions, musical performances, art exhibits, mathematical and scientific formulas, and software creation.*

## **Service**

*This service includes both ad hoc and formal activities within the department, planning unit, school, and College. In addition, faculty may choose to serve in external professional organizations.*

### *4.12.7.4.1 Service to the Department, Planning Unit, and/or School*

*Both ad hoc and formal activities are routinely expected of all faculty within a department, planning unit, and/or school. Ad hoc activities may include such duties as being available for interviews with prospective students and their parents, being available to alumni and alumnae, and working at recruitment programs and at registration. Formal activities include, but are not limited to, participation in scheduled department, planning unit, and school meetings and participation on departmental, planning unit, and school committees.*

### *4.12.7.4.2 Service to the College*

*All faculty are expected to attend Commencement, formal convocations of the College, and scheduled all-College faculty meetings. The standing committees of the College are a very important part of faculty responsibility, and availability for service on these standing committees and on all-College ad hoc committees is expected of all faculty. No faculty member shall be expected to serve on more than one all-College standing committee at a time.*

### *4.12.7.4.3 Service to the Profession*

*Subject to planning unit and school standards, service to the profession may be considered as a partial substitute for service to the department, planning unit, school, and College. Professional service includes, for example, holding office in a professional organization, refereeing grant proposals for an external agency, or professional service in community agencies or organizations.*