Teaching Excellence Award – required documents

Each nominee is requested to provide the following information for the previous three semesters taught by the first week of January. The materials must be submitted electronically as a PDF document. Materials not following this format will not be accepted/considered.

1. A Philosophy of Teaching (1 page maximum).

2. Implementation and Outcomes of the Teaching Philosophy. This could include:

a. Evidence of how you have acted on teaching evaluations, i.e., how feedback has been incorporated.

b. How your teaching philosophy is implemented in teaching and related activities.

c. Evidence that demonstrates the effectiveness and excellence of your teaching.

d. Course syllabi for classes taught in the last 3 semesters.

e. List of courses taught, number of students in each course, and an explanation of grade distribution for each course taught in last 3 semesters.

3. Responsibilities and Accomplishments in Teaching. Evidence could include summaries/lists of:

a. Courses taught (existing and new) in past three years.

b. Curriculum development (initiatives, leadership, contributions).

c. Grants, directly related to the enhancement of teaching and student learning at SIUE.

d. Student supervision / Working with students (if applicable in your school). Could include independent studies, design projects, theses, graduate committees.

e. Teaching awards or nominations.

4. Evaluations

a. Student Evaluations on teaching (compare with department and school wide average) with class size indicated for past three semesters. Report in summarized form.

b. Two letters of support from colleagues familiar with your teaching methods.

c. Departmental Peer Evaluations (if applicable in your department).

d. Student Supervision Evaluations (if applicable in your school).

5. Professional Development. This could include summaries/lists of:

a. Attendance at workshops, seminars, directly related to the improvement of teaching at SIUE.

b. Scholarly publications and presentations directly related to the teaching responsibilities at SIUE.