

Nomination Form
THE PRESIDENTIAL AWARD FOR EXCELLENCE IN TEACHING

The Presidential Award for Excellence in Teaching is awarded annually to **non-tenure-track, full-time** faculty members who have demonstrated outstanding teaching skills in classroom instruction, clinical instruction, curriculum development, or mentoring.

Name of Candidate: _____

Title: _____

Department: _____

Academic Unit: _____

Campus Address: _____

Email Address: _____

Name and email of person making nomination (**self-nominations will not be accepted**):

Please prepare a nomination packet that contains this form, the recommendation form, and all the information requested below in a single pdf file.

- a. A substantive nomination letter (2-3 page maximum) from the nominator describing the teaching accomplishments of the nominee that merit the award. While the nomination should include evidence of an outstanding record in teaching, the selection will, in addition, be based on accomplishments that go beyond the classroom. Items in this category may include innovations in courses or curricula, publications related to teaching, mentoring of students engaged in honors or other special projects, and the extension of education to a wider audience, possibly including other disciplines, or the public outside the University.
- b. *Up to three* letters (2-3 page maximum) supporting the candidate's nomination from faculty, colleagues, administrators, and/or former students attesting to the impact of the nominee's teaching record.
- c. A teaching grid that provides data about the candidate's teaching history and summarizes student evaluation forms. Please contact Jude McLane (mclane@oq.rutgers.edu), who will work with the nominator to secure the necessary grid to be included with this nomination form. If a teaching grid is not available, please provide other means of evaluating teaching (e.g., student feedback, peer observation, teaching statement/portfolio, sample of syllabi/lectures, awards, etc.).
- d. A condensed curriculum vitae, no more than 5 pages in length (be sure that c.v. includes a list of undergraduate and graduate students mentored, as well as a list of internal/external awards, grants, and honors related to teaching).
- e. Other relevant brief statements or evidence of excellence or distinction.

Recommendation Form
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Name of Candidate: _____

Department Head/Chair Recommendation: Recommended _____ Not Recommended _____

Name: _____
(Dept. Head/Chair)

Email: _____

Date: _____

Signature: _____

Dean/Director (Academic Unit) Recommendation: Recommended _____ Not Recommended _____

Name: _____
(Dean/Director)

Email: _____

Date: _____

Signature: _____

Please include this completed form with the nomination packet.

Please upload your nomination via Box at [2024-2025 Faculty Year-End Excellence Award Nominations](#)
no later than **March 14, 2025**

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