

Nomination Form
THE PRESIDENTIAL AWARD FOR EXCELLENCE IN TEACHING BY A LECTURER

The Presidential Award for Excellence in Teaching by a Lecturer is awarded to lecturers from any discipline who have demonstrated excellence in classroom instruction. Important attributes for consideration include exceptional creativity and/or curricular, pedagogical, or experiential innovations; a deep commitment to excellence in classroom instruction; and demonstrable contributions to student learning and advancement. This award especially recognizes the longer-term institutional impacts that exceptional lecturers may have on strengthening the academic fabric and vitality of programs through their successive teaching at the university over multiple years.

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. The nomination may be related to a single course's sustained impact or a series of courses and should include evidence of an outstanding record in teaching.
- b. A statement of instructional philosophy developed by the nominee.
- c. Sample course syllabi that address the course(s) in question.
- d. *Up to three* letters (2-3 page maximum) supporting the candidate's nomination from faculty, colleagues, administrators, former students, and/or professionals from industry attesting to the impact of the nominee's teaching record.
- e. 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.).
- f. 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).
- g. 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: _____
(Department 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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