# College of Education

**Outstanding Graduate Student Teaching Awards**

**Deadlines:**

* Dean’s Office solicits nominations in **November**.
* Nomination deadline for submissions to the Departments is the **last Friday in January**. ***All awards are to be submitted electronically in PDF format to:***
  + Curriculum and Instruction: Gina Haines ([Hainesg@purdue.edu](mailto:Hainesg@purdue.edu))
  + Educational Studies**:** Jeannie Navarre ([jnavarre@purdue.edu](mailto:jnavarre@purdue.edu))
* Departmental committees select one graduate student and submit the nomination materials to the College of Education Dean’s Office at [coeawards@purdue.edu](mailto:coeawards@purdue.edu) by 5:00 p.m. on the **second Friday in February.**
* COE Awards Committee submits winner to the Dean by the **last Friday in February.**
* Award is presented at the Awards Ceremony following the **April** COE faculty meeting.

# Purpose:

To recognize graduate teaching assistants for their current teaching efforts at the graduate and undergraduate level.

# Application Procedures:

The nominee will document and outline teaching excellence using the items outlined in 1-6 below. This documentation must be submitted electronically in one PDF file format. *Departmental committees need to ensure that the documents of each candidate conform to the following guidelines or the departmental nominee will be disqualified****.***

1. All application materials need to be in one pdf file before submission.
2. Cover Page (see attached)
3. A written statement (not to exceed three pages, single-spaced) outlining the following:
   1. A professional history where the candidate reflects over his/her career as a teacher. This reflection helps to place current teaching efforts in a context; it also shows the developmental phases a teacher undergoes during his/her teaching career. This summary should examine course development, work with students in and out of courses, and research and service related to teaching;
   2. Current and future goals for teaching; and,
   3. An overall rationale for why the teaching efforts outlined above have contributed to excellence in teaching (a focus on quality and impact).
4. Two to three letters of recommendation (from students or others with first-hand knowledge of your teaching).
5. Student evaluations (one summary page of previous year’s spring and fall student evaluations).
6. A copy of the nominee’s vita with teaching activities highlighted (including publications and activities that relate to teaching).
7. Evidence of students’ learning -- one example for at least two of the following (if available):
   1. One teaching publication from the last 5 years;
   2. One set of graded assignments (students’ work) from one class during the previous spring or fall semester (to show quality of students’ learning and teachers’ teaching);
   3. One sample of curriculum developed by the nominee for the previous spring or fall (e.g., set of assignments/experiences; electronic materials); and,
   4. Syllabi from the previous spring and fall.
   5. A 10-minute video of teaching.

# Guidelines:

The departmental review committee will develop a system to solicit teaching award nominees and are responsible for getting them to the Dean’s office by the due date. Each department will submit one departmental winner to the College Awards Committee. Only one winner will be selected for each category for each department; there will be no co-winners. The departmental committee will also complete a nomination statement (see attached) and attach this to each candidate’s paperwork. The COE Awards Committee will then select the College winner.

# Criteria:

The following criteria will be used to assess the documentation sent forward by each Department’s nominee to the COE Awards Committee.

1. ***What counts as teaching excellence?*** Documentation and rationale provided by the candidate will help the committee operationally define teaching excellence. We will begin by examining a graduate student’s (a) course and curriculum, (b) committee work related to teaching, (c) efforts to help students develop professionally and personally, (d) publishing and presenting of ideas related to teaching and learning, (e) students’ evaluations, (f) products students generate as a result of their interactions with the graduate student, and (g) other.

Overall, we are looking for teachers who use current materials and methods, are organized and work effectively with students in explaining difficult concepts, motivate and encourage students, develop empowered learners and a sense of community in the classroom, display a caring for students as teachers and future educators, provide effective feedback to students and nurture their growth as learners, and who provide evidence of reflecting on the teaching process and using this information for self-improvement.

1. ***What items are weighted or assessed over others?*** The documentation will be examined for breadth of activity, quality of efforts, and overall impact of teaching efforts at the student, department, school, university, community, and national/international level.

# Award:

$500 (in paycheck) and certificate

Nomination Form/Cover Page

College of Education Graduate Student Teaching Awards

Nominee’s Name:

Department:

Program Area:

Email Address: Office Phone Number:

Members of the Departmental Awards Committee:

Rationale from the departmental committee for the nomination of this individual for a teaching award: