

January 2004

MEMORANDUM

To: Rensselaer Faculty

From: G. P. "Bud" Peterson
Provost

Subject: **New Faculty Teaching Awards**
"The Class of 1951 Teaching Awards"

Nominations are being sought for the first of two new teaching awards. Nominations for these awards will be solicited annually in alternate years and announced at the end of the spring semester. The recipient will be recognized at the Honors Convocation held the following fall semester.

- I. **Class of 1951 Outstanding Teaching Fellowship** [nominations solicited in even years]
- The Class of 1951 Outstanding Teaching Fellowship was established by the members of the Class of 1951 at their 50th Class Reunion. The goal of the award is to recognize faculty members at Rensselaer for their outstanding accomplishments in education. The purpose of this award is to provide support for deserving faculty who wish to experiment and/or develop new and novel methods for improving student learning. The award consists of a grant to the faculty member of approximately \$6,000 to support the development of new and novel teaching techniques and methodologies.

Criteria for selection:

- The Principal Investigator must be in a tenured or tenure-track position.
- The proposal must be associated with teaching of an undergraduate course or courses.
- The proposal can be based on entirely new teaching developments or on plans to extend and enhance the methodologies already in use. Particular emphasis will be given to creative application of information technology to facilitate the learning process.
- The nomination package should include a description of the innovations to be undertaken, a discussion of how this innovation will enhance student learning, an assessment plan for how the proposed innovation will measure gains in student learning, and a letter from the respective department chair or dean indicating support for the proposed work.
- The body of the proposal is limited to 5 pages. In addition, brief (2-page) vitae of the faculty member and a brief budget, outlining how the funds will be expended, should be included.

Nominations for the Class of 1951 Outstanding Teaching Fellowship award should be submitted to the Office of the Provost by March 31, 2004 and will be reviewed by the Review Committee described below, who will recommend the award recipient to the Provost for approval.

The Review Committee Membership

- Dean of Undergraduate Education (Chair)
 - Director, Anderson Center for Innovation in Undergraduate Education
 - Chair of the Faculty Senate Curriculum Committee
 - Chair of the Student Senate Academic Affairs Committee
 - Another student to be selected by the Provost
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II. Class of 1951 Outstanding Teaching Award [nominations solicited in odd years]

The Class of 1951 Outstanding Teaching Award was established by the members of the Class of 1951, at their 50th Class Reunion. The goal of this award is to honor and reward faculty members at Rensselaer for their accomplishments and for outstanding performance in undergraduate teaching. The award will consist of a cash award in the amount of \$2,000 to the faculty member.

Criteria for selection:

- The nominee must be an untenured faculty member [at the time of nomination], on a tenure track appointment.
- The basis of the nomination must be associated with teaching done in an undergraduate course or courses.
- The nominee must demonstrate a high quality of instruction, innovative pedagogy, the use of innovative educational materials and/or methods that facilitate the undergraduate learning experience.
- The nomination package should include a description of the innovations undertaken by the nominee, examples of the instructional materials, recommendations from other faculty members familiar with the nominees teaching, and student recommendations. Particular attention will be paid to cases where sound assessment has been undertaken demonstrating positive gains in student learning.

Nominations for the Class of 1951 Outstanding Teaching Award should not be submitted this year, but nominations will be solicited in the odd numbered years and will be reviewed by the Award Committee, which will recommend the award recipient to the Provost for approval.

The Award Committee Membership

- Provost (Chair)
 - Dean of Undergraduate Education
 - Dean of Students
 - Chair of the Faculty Senate Curriculum Committee
 - Chair of the Student Senate Academic Affairs Committee
 - Another student selected by the Provost
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I. The Class of 1951 Teaching Fellow Award Procedures

This fund was established by the members of the Class of 1951 in recognition of their 50th Class Reunion. The objective of these awards is to honor faculty members at Rensselaer for their outstanding accomplishments in education. The purpose of this award is to encourage deserving faculty to experiment and develop methods for improving student learning.

This award shall be known as the **Class of 1951 Outstanding Teaching Fellowship**. The fellowship is an undergraduate teaching development grant given to a faculty member who proposes either the development of new teaching methodologies and techniques, or the use of new educational technologies in the undergraduate classroom. This award shall be awarded in even-numbered years to a tenure track faculty member. It will be announced at the end of the spring semester and recognized at the following Honors Convocation.

The amount of the award will be determined by the endowed funds, and shall be considered an Institute level award. The award will be provided in the form of a fellowship to support the proposed innovation. The term of each individual fellowship shall be two years from the date of award. At the conclusion of the fellowship, a report summarizing the accomplishments will be submitted to the Provost.

The Review Committee

The Review Committee membership is as follows:

Provost (Chair)
Dean of Undergraduate Education
Director, Anderson Center for Innovation in Undergraduate Education
Chair of the Faculty Senate Curriculum Committee
Chair of the Student Senate Academic Affairs Committee
Another student to be designated by the Provost

Criteria for Selection

- The Principal Investigator must be on a tenure track.
- The proposal must be associated with teaching done in an undergraduate course or courses.
- The proposal can be based on entirely new teaching developments or on plans to extend and enhance the methodologies already in use. Particular emphasis will be given to creative application of information technology to facilitate the learning process.
- The nomination package should include a description of the innovations to be undertaken, a discussion of how this innovation will enhance student learning, an assessment plan for how the proposed innovation will measure gains in student learning, and a letter from the faculty members' department chair or dean indicating their support for the proposed work.
- The body of the proposal is limited to 5 pages. In addition, brief (2-page) vitas of the faculty involved should be included.

Nominations for the award will be presented to the Provost's Office by March 31 to be reviewed by the Review Committee. The Review Committee shall make the final determination in the selection of a recipient.

II. The Class of 1951 Outstanding Teaching Award Award Procedures

This fund was established by the members of the Class of 1951 in recognition of their 50th Class Reunion to be celebrated in the year 2001. The objective of these awards is to honor faculty members at Rensselaer for their outstanding accomplishments in education. The purpose of this award is to recognize deserving faculty for outstanding performance in undergraduate teaching.

This award shall be known as the **Class of 1951 Outstanding Teaching Award**. This award shall be awarded in odd-numbered years, given to an untenured faculty member, on a tenure track, in recognition of outstanding achievement in the undergraduate classroom. The award will be announced at the end of the spring semester and recognized at the following Honors Convocation.

The amount of the award will be determined by the endowed funds, and shall be considered an Institute level award positioned between school level teaching awards and the Trustees Teaching Award. The award will be a cash award made to the faculty member.

The Award Committee

The Award Committee membership is as follows:

- Provost (Chair)
- Dean of Undergraduate Education
- Dean of Students
- Chair of the Faculty Senate Curriculum Committee
- Chair of the Student Senate Academic Affairs Committee
- Another student designated by the Provost

Criteria for Selection

- The nominee must be an untenured faculty member, on a tenure track.
- The basis of the nomination must be associated with teaching done in an undergraduate course or courses.
- The nominee must demonstrate a high quality of instruction, innovative pedagogy, the use of innovative educational materials and methods that facilitate the undergraduate learning experience.
- The nomination package should include a description of the innovations undertaken by the nominee, examples of the instructional materials, recommendations from other faculty members familiar with the nominees teaching, and student recommendations. Particular attention will be paid to cases where sound assessment has been undertaken demonstrating positive gains in student learning.

Nominations for the award will be presented to the Provost's Office by March 31 to be reviewed by the Award Committee. The Award Committee shall make the final determination in the selection of a recipient.