SAINT MARY’S COLLEGE OF CALIFORNIA

Teaching Excellence Award

I. Purpose
The purpose of the Saint Mary’s College Teaching Excellence Award is to recognize faculty members who have demonstrated sustained exceptional teaching performance at the College. Teaching excellence is deemed to include: 1) commitment to the values of a liberal arts education; 2) creation of a demanding but caring classroom environment that supports students in their intellectual growth and development; 3) accessibility to students outside the classroom; 4) an impact on student lives beyond the classroom; and 5) contributions to the growth and development of colleagues as effective teachers. These ideals are to be evidenced by student evaluations and written feedback, peer evaluations and recommendations, external reviews, etc.

II. Eligibility
To be eligible for the Teaching Excellence Award, an individual must:
- Be a full-time faculty member (tenured, tenure-track, or adjunct) with at least five years of experience at Saint Mary’s College
- Not have received this award within the last ten years

III. Nomination Process
Nominations for this award may come from the faculty, Chairs, and/or Deans; self-nominations will not be accepted. Nominations should be in the form of a letter (maximum two pages, 12-point Times New Roman Font) directed to the Office of Faculty Development, stating the reasons for nominating the faculty member and describing the accomplishments of the nominee as a teacher. At least two other forms of evidence of the nominee’s excellent teaching (e.g. student evaluations and/or written feedback, peer observations, etc.) should also be included in the nomination documentation. Nominations must be submitted by December 1 and the winner of the award will be announced at the Scholar’s Reception the following February. Nominations will be kept on file and remain valid for consideration for one additional year. Updates to the documentation will be requested for those in the second year of nomination.

IV. Selection Criteria and Process
The Director of Faculty Development and Committee on Teaching and Scholarship constitutes the selection committee. The selection committee will review the nominations giving consideration to the criteria listed below. No weighting requirement of the various criteria is established but it is highly recommended that the recipient have accomplishments in each of the following two broad criteria categories:

A. Teaching Excellence
1. Excellent teaching as demonstrated by student evaluations, peer evaluations, external reviews, student letters of support, etc.
2. Experience teaching a variety of courses. (Design of new courses is desirable, but not required.)
B. Commitment to Students
1. Experience advising students individually as well as through organizations and other means.
2. Participation in student orientation, information sessions, etc.
3. Mentoring of students concerning career and graduate school decisions.

V. Form of Award
Each award recipient will receive a plaque and a cash award of $5,000 to be used at the recipient’s discretion. A permanent plaque listing annual award recipients will be on display in the Office of Faculty Development. If there are no suitable candidates in a given year, the award will be withheld.