



TO: College of Arts and Sciences Full-Time Faculty Members

FROM: Edelgard Wulfert, Dean *Edelgard Wulfert*

DATE: September 8, 2016

RE: **2016-17 Dean's Award for Outstanding Achievement in Teaching**

The College of Arts and Sciences is pleased to request nominations for the 2016-17 *Dean's Award for Outstanding Achievement in Teaching*. This award recognizes faculty members' many fine contributions in the realm of teaching, advisement, and mentoring. To be considered, nominees must have completed at least three years of full-time teaching at the University at Albany and should demonstrate sustained excellence in instructional and mentoring activity.

The selection process will take into account the many dimensions of teaching and advisement in the college, such as excellent classroom teaching at the undergraduate and/or graduate level; innovative approaches to the delivery of courses; excellence in advising and mentoring; exemplary work in supervising students in independent study, theses, or dissertations; and exceptional contributions to students' development in creative performance or artistic endeavors.

Nominations and self-nominations will be accepted. Nominations should include a statement by the nominator (if not self-nominated), the nominee on his/her instructional philosophy and accomplishments, a CV, relevant teaching materials and course documents, and appropriate course evaluation data the department may have gathered (other than SIRF). Nominations may include up to five letters of support from students, colleagues, alumni and others. It is preferred this submission be in one .pdf file per nominee in the above order. If it is not possible to submit the materials electronically, please deliver these to the CAS Dean's Office in AS-217. The selection committee will solicit SIRF scores and grade distributions from Institutional Research. All materials and committee deliberations will be kept confidential.

Please provide the nominee's name to Professor John Delano, Associate Dean, College of Arts and Sciences, via e-mail by October 7, 2016, and e-mail all nomination materials to him by October 28, 2016. Award recipients will be announced at the Fall CAS Faculty Meeting (December 7, 2016) and will also be profiled on the College website.

Instruction is one of the core missions of the College of Arts and Sciences. Please support us in our efforts to show that we truly value excellence in teaching, advising, and mentoring by nominating a colleague whose exemplary performance in these areas deserves to be recognized and celebrated!