

**FAYETTEVILLE STATE UNIVERSITY
TEACHER OF THE YEAR**

Levels of Awards

Departments	\$500.00
Schools/Colleges	\$1,000.00
University	\$4,000.00

At each level of award, the nominees must adhere to the eligibility requirements below:

Eligibility for Selection

1. Must be a tenured or on tenure track full-time faculty
2. Must be a member of the faculty at FSU for a minimum of three years
3. Must be teaching in the academic year when selected
4. Must be teaching at least two courses each semester
5. Must have earned ratings of at least Meet Expectation on items 1.1-1.6 of Faculty Evaluation and earned ratings of Exceed Expectation on 3 or more of these items on both the 5-Year Faculty Assessment Chair Matrix and 5-Year Peer Assessment Matrix for the previous three years
6. A minimum **average** rating of 4.25 on the student evaluations for the previous three years based on item #6 on the Faculty form
7. Should **not** have received the award in the last three years
8. Department Chairs and Deans are not eligible

Selection procedures and Guidelines

The Campus-wide Selection Committee will include the following: faculty members (from each college), one student and the academic deans. The Associate Vice Chancellor for Academic Affairs or the Provosts designee will chair the committee.

1. The department chair will assist in identifying department faculty who satisfy the minimum requirements.
2. Each department may nominate one faculty member.
3. Nominee is selected by vote of department faculty.
4. The departmental nominee must submit a portfolio of materials **from the past three years** for review by the selection committee. The portfolio must include the following materials:
 - a. A type-written statement of no more than 4 pages which articulates the nominee's teaching philosophy and includes discussions of pedagogical methods, instructional technologies, and other teaching strategies used to promote student learning

- b. Copies of syllabi and other relevant materials that the faculty member has developed.
 - c. Copies of all peer-teaching evaluations during the last three academic years.
 - d. An abbreviated copy of the nominee's resume.
 - e. At least two current letters of support from colleagues
 - f. At two current letters of support from current or former students and/or alumni
 - g. Copy student evaluations scores for each course for the previous three years Item #6 on the Faculty form
 - h. Signed copies of the Faculty Assessment Chair Matrix and Peer Assessment Matrix for the previous three years.
 - i. Copies of articles, papers, picture, recording and/or other relevant items from **the past three years**,
 - j. Programs, letters or brochures to indicate service from the **past three years**.
5. Additional data of teaching effectiveness may be sent to the selection committee to include the following:
- a. Videotapes of classroom teaching.
 - b. Classroom observations by committee members.
6. Please **do not** submit supporting documents older than three years since the committee will be looking at supporting materials for **2017-2018**; **2018-2019**; and **2019-2020**.

Timetable

1. Deadline for receiving all portfolios for Departmental Award nominations in the respective departmental office is March 3, 2021.
2. Nominations and supporting documents for the College Awards should be sent to the office of the respective Dean by March 31, 2021.
3. Names of individual faculty, department and/or college award finalists and supporting documents should be submitted to the campus-wide selection committee for the FSU Teacher of the Year Award by April 2, 2021. **These nominations must be submitted in electronic format to SharePoint.**
4. Recommendations to Chancellor April 30, 2021.