

## 8.3 Mines Teaching Award (Tenured or Tenure Track)

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Each award consists of a plaque and \$2,500 deposited into a faculty member's professional development account.

Last Revision:

October 1, 2024

The purpose of the award is to recognize superior classroom instruction at either the **undergraduate** and/or **graduate** levels over a period of several years and to provide encouragement and incentive for classroom teaching achievement. Any tenured or tenured-track faculty member with significant experience teaching at Mines shall be eligible for nomination.

Nominations should be created with input from faculty members, students, alumni and others who are knowledgeable of the Mines' community and the criteria for the award. The nomination package includes:

1. A nomination letter that is no more than two pages in length that contains:
  - A statement briefly introducing the nominee and touching upon the nominee's overall merits in the context of the **Mines definition of effective teaching**.
  - Supporting evidence and specific examples of excellence in teaching and pedagogical activities, such as specific examples of innovations in materials and approaches, dissemination of pedagogical research, establishment of best practices, or recognitions and awards of excellence in teaching from professional organizations.
2. A table of courses taught by the nominee over the past three years in the following format:

ACADEMIC YEAR: XXXX

Course Number	Percent Effort for Course	Course Title and Hours	Average Teaching Evaluation Score	Number of Students	Comments on Course Development and Innovations, Student Assessment, etc.

3. A short-form CV is required for the nominee (five pages or less) focusing on appropriate materials;
4. up to 5 letters of support from colleagues and/or students;
5. the faculty member receiving this nomination needs to have had satisfactory annual evaluations overall and in all applicable areas (Teaching, Scholarship and Service) related to the award over the last three years. In addition, is not currently the subject to a Performance Improvement Plan (PIP) or any grievance and therefore is eligible for a faculty award. The nomination packages must include a **memo from the Department Head** certifying that they are eligible. This memo will not count towards the total number of pages in the actual nomination;
6. any other supplemental materials deemed relevant.

The nomination package with all materials should be less than 20 pages total and submitted as a single pdf file.