The Outstanding Undergraduate Teaching Awards recognize excellence, innovation and effectiveness in teaching in our undergraduate programs.

A. AWARD DESCRIPTION:

The goal of the Outstanding Undergraduate Teaching Award program is to encourage excellence in teaching at the undergraduate level. The University intends to ensure that the foundation courses of the undergraduate curriculum receive the proper emphasis in preparing students for work in the major, as well as providing the proper foundation in critical thinking and problem-solving skills.

Up to twelve winners will be selected for the 2020-2021 Outstanding Undergraduate Teaching Award, with each winner awarded $2,000.

B. SPECIFIC CRITERIA FOR SELECTION OF APPLICANTS:

Applicants for the Outstanding Undergraduate Teaching Awards must be full-time continuing faculty (including Instructors) on any of the USF campuses who taught a minimum of two undergraduate courses during the *current academic year and who were appointed to full-time continuing faculty positions on or before the beginning of the 2019-2020 academic year and who have not received the Teaching Award during the previous three years. Visiting faculty are not eligible, nor are faculty who taught a majority of graduate-level courses during the *current academic year.

The evaluation process will consider evidence of the applicant’s commitment to excellence in undergraduate teaching as demonstrated by:

- Evidence of effective teaching, i.e., teaching that results in learning for those taught.
- Exemplary commitment toward students and the student success initiative.
- A learning-focused approach to the primary roles of teaching (presenting content, opportunities for student practice, and effective assessment of student performance).
- Demonstrated commitment to continuous improvement.
C. DESIGN OF APPLICATION AND SELECTION PROCESS:

Applicants self-nominate for the award and submit a digital portfolio (a collection of electronic files combined in one single ZIP or PDF file).

Required application materials:

- A cover sheet with the name, rank or title, and unit/program of the applicant.
- A copy of the applicant’s curriculum vitae or resume.
- A short statement (500-1,000 words) describing the applicant’s philosophy of teaching.
- A short statement (500-1,000 words) describing the activities in teaching during the 2020-2021 academic year in which the applicant is to be judged, and explaining how the applicant uses specific teaching methods that match the applicant’s philosophy of teaching.
- A short statement (500-1,000 words) that describes the evidence of student success as a result of the applicant’s efforts; particular attention should be paid to special populations.
- A short statement (500-1,000 words) that explains how the applicant’s efforts are innovative or particularly successful, and how the applicant is dedicated to continuous improvement in teaching.
- One-page summary of student evaluation results from the prior two years.
- Letter of support from the chair/director, which should also certify the student evaluation results as presented by the applicant.

Optional application materials:

- List of teaching-related publications in the past three years, if appropriate.
- Documentation of peer observations received.
- A statement of professional development activities related to teaching.
- A short video recording (maximum five minutes) of the applicant teaching class and interacting with students. This file can be linked from YouTube or provided directly (not to exceed 100 MB). Letters of support from students, current or former, should not be included in the file.

Timeline: Nominations will be submitted by the applicant online here; see link below as well, no later than Friday October 1, 2021.

Nominations will be reviewed by a committee of five faculty members that will include previous award winners, selected each year by the Provost’s office in consultation with Regional Vice Chancellors. The committee will include representation from all three USF campuses. No member of the committee may also be an applicant. The committee should consider USF’s Principles of Community document which stresses “excellence with equity”, “diversity with inclusion” and states that “excellence entails a responsibility to ensure that every member of our community has the opportunity to succeed.”
The committee will evaluate each application using this rubric:

<table>
<thead>
<tr>
<th>CV and Cover Sheet</th>
<th>Philosophy Statement</th>
<th>Activities in Teaching</th>
<th>Evidence of Student Success</th>
<th>Innovation</th>
<th>Student Eval Results</th>
<th>Chair Letter</th>
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<tbody>
<tr>
<td>up to 10 pts</td>
<td>up to 20 pts</td>
<td>up to 15 pts</td>
<td>up to 20 pts</td>
<td>up to 20 pts</td>
<td>up to 10 pts</td>
<td>up to 5 pts</td>
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<tr>
<td>All required</td>
<td>Proper format and length</td>
<td>Alignment between applicant’s philosophy statement and specific teaching methods</td>
<td>Convincing and ample evidence of students achieving success as a result of the applicant’s efforts</td>
<td>Methods, examples, activities, or presentation displays a fresh approach to teaching that offers more than the “standard” techniques</td>
<td>Past two years of evaluation results are included</td>
<td>Letter certifies the student evaluation results as presented</td>
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<td>Items needing</td>
<td>Fully presents the applicant’s beliefs about teaching and learning, and his/her role in the learning process</td>
<td>Provides a detailed explanation of applicant’s teaching style</td>
<td>Evidence of a caring attitude toward students and their success</td>
<td>May include innovative use of technology, but this is not required</td>
<td>Student evaluations indicate faculty concern for student learning</td>
<td>Letter provides evidence of local support for applicant’s teaching abilities</td>
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<td>explanation (such as teaching assignment and/or duties) are given enough detail</td>
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<td>No main sections</td>
<td>Offers examples for how the applicant’s philosophy translates in classroom action</td>
<td>Gives clear picture of how the classroom time is spent</td>
<td>Care is taken to consider special populations of at-risk students</td>
<td>Effectively demonstrates a learning-focused approach to presenting content, opportunities for practice, and effective assessment</td>
<td>Student evaluations are consistently high OR display a pattern of improvement</td>
<td>Letter expresses chair’s opinion that the faculty member’s teaching has been outstanding or otherwise worthy of praise</td>
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<td>are missing</td>
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<td>Font size, margins, and other formatting are professional</td>
<td>Explains a wider context (teaching theories, typical industry practices, etc)</td>
<td>No problems with grammar and language mechanics</td>
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<td>Demonstrated commitment to continuous improvement</td>
<td>No problems with grammar and language mechanics</td>
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<td>No problems with grammar and language mechanics</td>
<td>Both belief statements and examples of practices do not rely solely on buzzwords</td>
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### Bonus

**0-5 pts**

This is a discretionary score to add “bonus points” to worthy applicants. It should be used when applicants display qualities, accomplishments, or experiences that are “exemplary” for other faculty. Examples may include:

1. Providing a list of teaching-related publications in past three years
2. Documentation of classroom observations received by peers or CITL staff
3. The development of courses or methods designed to address the dimensions of the University’s Liberal Arts curriculum, values and ethics, environmental perspectives, race and ethnicity, and gender; and/or to address learning deficiencies or issues in teaching and learning specific to at-risk populations
4. Other work related to teaching that is not adequately reflected otherwise in this rubric.
5. A short (5 min.) video showing applicants teaching a class and interacting with students.

If the applicant does not display any truly exemplary qualities, this score should be a zero. Note that other categories already add up to 100%.

The committee will make recommendations for awards to the Provost by Monday, October 25, 2021. Notifications of the winners will be sent via email from the Office of the Provost; regrets will be sent by email at the same time. At present, the Faculty Honors and Awards Reception is scheduled for November, at which time the Provost will announce the award recipients.

Submit application here.