

## OUTSTANDING FACULTY AWARDS COMMITTEE

### POLICY

1. The awards shall be named the Outstanding Faculty Award in Teaching and the Outstanding Faculty Award in Professional Service.
2. There can be three awards per year—two Outstanding Faculty Awards in Teaching and one Outstanding Faculty Award in Professional Service.
3. The two Outstanding Faculty Awards in Teaching and the Outstanding Faculty Award in Professional Service may be awarded annually.
4. The administrative office responsible for supervision of the Committee shall be that of the Office of Academic Affairs.
5. Committee Composition:

The Outstanding Faculty Awards Committee shall be a standing University Committee. The Committee shall include one faculty member from humanities and social sciences, one from sciences and math, one from education, one from engineering, one from business, one from human ecology/agriculture/nursing. Faculty members shall be elected by each college during the fall semester of each year with terms beginning the following spring semester. All faculty appointments shall be for a three-year period, with the exception of human ecology/agriculture/nursing who shall alternate representatives for one year terms.

The SGA will be responsible for determining student membership on the Committee. The SGA is encouraged to include at least one graduate student. One student from each of the above mentioned groups shall serve for a one-year term.

The full committee, faculty and students, shall be responsible for selecting the recipients of the Outstanding Faculty Awards in Teaching. The faculty committee members shall be responsible for selection of the recipient of the Outstanding Faculty Award in Professional Service.

6. The nomination process for both awards shall consist of the following elements:
  - A. All current, full-time TTU students and faculty are eligible to nominate faculty for these awards.
  - B. Nomination will be sought through an electronic ballot prepared and disseminated by the Center for Teaching and Learning Excellence.
  - C. Participants will be able to nominate up to three (3) eligible TTU faculty.
  - D. Nominations will be sought for a minimum of two (2) business weeks.
  - E. In the event that a member of the Outstanding Faculty Awards Committee is nominated for an award, that person should withdraw from the committee's deliberations and a temporary alternate be selected by the Dean of his or her College or School. The alternate would serve only for one year and the nominated member may return the following year to finish the term of his/her appointment as a member of the committee.

7. Qualifications for nominees shall be:
  - A. A nominee shall be a full-time faculty member, inclusive of the academic ranks of professor, associate professor, assistant professor, tenured or tenure-track instructor or lecturer, senior lecturer, or master lecturer.
  - B. A nominee shall have completed at least three academic years of teaching at Tennessee Technological University, exclusive of summer terms.
  - C. A nominee shall have taught at least half time in two of the last three years at Tennessee Tech, exclusive of summer terms.
  - D. A faculty member who has won an award shall be ineligible for that same award for a period of five years. A winner of the Outstanding Faculty Award in Teaching shall be eligible, however, for the Outstanding Faculty Award in Professional Service immediately and vice versa.
8. For each award, the committee will review portfolios created by up to five finalists, or more in the event of a tie. Criteria for review and procedures will be determined by the committee and made publically available prior to the start of the nomination process.
9. Names of winners shall be certified by the Associate Provost and forwarded to the President of the University for public release.
10. The University shall give appropriate recognition to each winner in terms of a cash award and a plaque at a Faculty Awards Recognition Reception. .