

# PROTOCOL FOR THE SELECTION OF THE PROFESSIONAL FACULTY TEACHING AWARD

*College of Engineering, University of North Texas*

*Committee of Faculty Council*

*Due Date: March 3 (annually)*

The Professional Faculty Teaching Award is for a faculty member who is outstanding in teaching during the past calendar year. Each department nominates one candidate from the department to the Dean's office. The College Faculty Awards Committee will evaluate each nominated candidate to select the best one to recommend to the Dean. Based on the recommendation from the committee, the Dean will make the final decision. The nomination package should include CV of the candidate, the products (the number of new courses developed, the original educational tools developed, the number senior design projects supervised, etc.), the activities on mentoring K-12 and undergraduate students), student comments on teaching, the student recruiting activities (such as the number of visits for recruiting undergraduate students), outreach to promote and support underrepresented groups in engineering, and other recognitions in teaching, such as outside awards in teaching and education, faculty advisory activities for societies, and etc.

The guidelines for the selection of the Faculty Teaching Award are:

1. Mentoring (weigh as 30%): mentoring activities for K-12 and undergraduate students, supervision of senior design projects, mentoring thesis graduate students, mentoring post- doctorates and scholars.

List of Mentees for K-12 and Undergraduate Students:

List of senior design students supervised:

2. Student feedback (weigh as 30%): written comments from the students through SPOT, "Thank a Teacher" program, or other channels.

Please copy and paste representative students' comments from SPOT, Thank a Teacher, and other channels:

3. Other evidence (weigh as 40%):

- a. Products: number of new courses development, original educational tools developed, number of senior projects supervised, etc.

- b. Recruiting: new student recruiting activities, reaching out to underrepresented students, etc., external awards related to teaching and education

- c. Teaching related grants

- d. Student advisory activities for societies:

In addition, a brief impact statement from the nominee for this award is required.

A faculty member can receive the teaching award only once in a 5-year period.