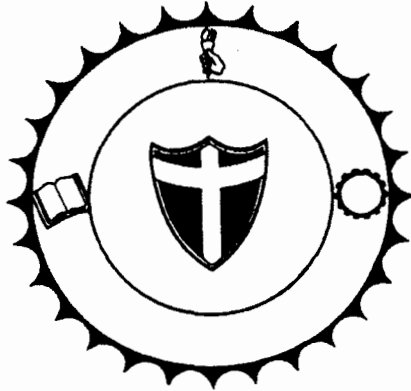


FLORIDA A&M UNIVERSITY



TEACHER/ADVISER AND ADVANCED TEACHER OF THE YEAR NOMINATION FORM (Criteria Attached)

The attached nomination form must be completed by those person(s) nominating candidates for Teacher/Adviser and Advance Teacher of the Year.

The nomination form must be returned to the Office of the Provost and Vice President for Academic Affairs no later than 5:00 p.m. on Monday, November 20, 2006.

If you have any questions regarding the award process, please contact the Faculty Senate Office at 599-3023.

Florida A&M University

Teacher, Adviser and Advanced Teacher of the Year Nomination Timeline 2006-2007

1. Nomination Opens: ***Monday, October 16, 2006***
2. Nominations Closes: ***Monday, November 20, 2006***
3. Nominees contacted by: ***Friday, December 8, 2006***
4. Applications submitted (by nominees)
to the Office of the Provost by: ***Friday, February 16, 2007***
5. Teacher, Adviser, and Advanced Teacher
of the Year Evaluations conducted: ***Monday, February 26, 2007***
Monday, March 5, 2007
6. Finalists interviewed ***Tuesday, March 13—***
Friday, March 16, 2007
7. Recommendations for Teacher, Adviser, Advanced Teacher, and Graduate
Teacher of the Year submitted to Provost by: ***Monday, March 19, 2007***

Note: All dates are contingent upon the number of applicants. Temporary employees such as, OPS personnel, visiting professors, adjunct professors, and others are ineligible for these awards.

TEACHER/ADVISER OF THE YEAR AWARD

QUALIFICATIONS

All full-time faculty (of at least one year on campus) who teach a minimum of two undergraduate courses per semester, have assigned advisees and have not been recognized with the Award in seven years qualify. No person can receive two awards in the same year.

NOMINATIONS

Students, faculty, administrators, and alumni may nominate faculty for the award on the nomination form.

NOMINATION CRITERIA

Faculty who are outstanding in these areas may be nominated:

- Commitment to excellence in education
- Thorough, knowledge in their academic area
- Motivating and stimulating of students to learn
- Knowledgeable of students' characteristics, culture, background, goals, and expectations
- Demonstration of excellent citizenship
- Research implementation in classroom
- Mastery of teaching content, strategies and implementation
- Excellence in advisement/teaching strategies and implementation

ADVISER OF THE YEAR AWARD

QUALIFICATIONS

Full-time staff members who have only academic advisement responsibilities for at least one year, and who have designated advisees qualify. Prospective awardees must supply data in support of successful advisement, research and public service. No person may receive two Awards in the same year or be given the award within a seven-year period.

NOMINATION

Students, faculty, administrators, and alumni may nominate advisement staff members for the award on the nomination form.

CRITERIA

Academic advisers must demonstrate proficiency in advising and possess a broad range of knowledge relative to their responsibilities.

ADVANCED TEACHER OF THE YEAR

QUALIFICATIONS

All full-time faculty members (at least one year at the University) who teach a minimum of two undergraduate courses per semester, have assigned advisees, and have not been recognized with the Award in seven years qualify. Faculty members who have received the "Teacher of the Year" award but who have not an "Advanced Teacher of the Year" award are likely nominees. No person may receive two Awards in the same year.

Prospective awardees must supply data in support of successful teaching, advisement, research, and public service.

NOMINATIONS

Students, faculty, administrators, and alumni may nominate faculty members who exemplify the highest quality in teaching, research and public service.

CRITERIA

Faculty members who have demonstrated continued excellence in teaching effectiveness, advisement, research, and public service are to be nominated. All criteria for the Teacher of the Year award are also pertinent.

NOMINATION FORM FOR TEACHER/ADVISER,
AND ADVANCED TEACHER OF THE YEAR

Nomination Deadline: 5:00 p.m. on Monday, November 20, 2006.

This is a nomination form for the (check one):

- Teacher Adviser of the Year
- Adviser of the Year, or
- Advanced Teacher of the Year

Date: _____

Name of Applicant: _____

Academic Unit: _____

Name of Nominator: _____

Nominator's Address and Telephone Number: _____

Nominator's Signature: _____

In consideration of this nomination, I hereby present the following answers to the listed questions:

1. Why did you nominate this teacher/adviser?

2. Please respond to the following topics as they relate to your nominee.

A. Use of creative and innovative instructional/adviser techniques.

B. Knowledge of academic discipline.

C. Originality in the organization and presentation of instruction.

D. Availability and helpfulness to students.

E. Effectiveness of teaching/advising methods.

F. Integration of academic discipline with other fields.

G. Involvement in advisement and counseling interaction with students.

H. Research associated with teaching.

I. Research associated with chosen academic discipline.

3. Of all the teachers/advisers you have known, how would you rate this person?
Use a 5-point scale with 5 being the highest and 1 being the lowest.

4. If applicable, what grade did you receive from this teacher/adviser?

Send this nomination packet to the Office of the Provost and Vice President for Academic Affairs, Room 301 Foote-Hilyer Administration Building, at Florida A&M University, by 5:00 p.m. Monday, November 20, 2006.