

# University of Colorado Denver Annual Award for Excellence in Teaching by a Lecturer Eligibility, Criteria, Evidence/Documentation, and Procedures Spring 2024

## I. Eligibility

The “Award for Excellence in Teaching by a Lecturer” provides recognition for a lecturer who demonstrates outstanding ability, initiative, and/or achievement in teaching. These contributions must provide a significant benefit for students and the University of Colorado Denver’s teaching mission. Faculty members who have been members of the CU Denver Campus faculty for at least the past three years (AY 2020-21, AY 2021-22, AY 2022-23) are eligible.

## II. Criteria

- The impact of teaching on students.
- Quality of course design, modification, and instruction (materials, organization, presentation, and evaluation)
- Effectiveness of learning assessment techniques (e.g., assignments, papers, projects, exams, etc.)
- Creativity and innovation in overall teaching (including direct instruction as well as course, curriculum or program development)
- Quality of the presentation/dossier for the award (clarity, readability, etc.)

## III. Evidence and Documentation

**Please create an electronic dossier including the following sections in this order:**

1. Statement (up to two pages) by the applicant that includes the nominee’s teaching philosophy and that addresses the criteria for the award.
2. One letter of support, written by either the nominee’s Dean or Department Chair/Division Coordinator, that addresses the criteria for the award.
3. Additional Supporting Material (maximum total 10 pages)
  - Correspondence from students, peers, alumni, administrators, etc. Separate the correspondence into two categories: solicited (by the nominee or anyone else) and unsolicited. Include a **maximum of three items in each category**. (Note: These items can be written by former as well as current students.)
  - Summary of all courses taught at the CU Denver Campus during the three-year period (2021-23) -- including # of courses, # of preparations, # of new courses, # of courses with major modifications. Overall course and instructor ratings from the FCQs (found at <https://www.colorado.edu/fcq/denver-fcq-results>); please provide a screen shot of this summary data. **(Do not submit the actual FCQ forms; just submit the summaries.)**
  - Representative samples of the FCQ comments

- If available, maximum two examples of other means of teaching evaluation that illustrate the strength of pedagogy and teaching practice (e.g., peer or external observations, mid-term evals, reviewed or published syllabi or other course materials etc.)

#### **IV. Procedures**

By **Friday, February 23, 2024**, the applicants will submit the documentation to Betsy Metzger, Faculty Affairs Senior Coordinator, Office of the Provost.

- Merge everything into a single PDF file and email the attached file to [Betsy.Metzger@ucdenver.edu](mailto:Betsy.Metzger@ucdenver.edu) or share the dossier with her via OneDrive or Interfolio.

The selection committee will include IRC Roadmap Advisory Committee members Eric Baker (Library), Jim Lopresti (Business), Vivian Shyu (CLAS), and Turan Kayaoglu (Provost Office).

Award winners will be announced in April.

#### **IV. Awards**

The campus winner will receive a stipend of \$1,500 and a glass sculpture. A plaque recognizing each campus winner will be added to the Faculty Awards Gallery in the North Classroom Building.