

COLLEGE OF LETTERS, ARTS, AND SOCIAL SCIENCES
Eastern Kentucky University

OUTSTANDING TEACHING & MENTORING AWARD
APPLICATION INSTRUCTIONS

This award recognizes those faculty who teach, mentor, and guide students both in and outside of the classroom. Out-of-classroom teaching and mentoring includes but is not limited to faculty-student collaboration on scholarly and/or creative projects, supervision of independent study, sponsoring student organizations, and providing opportunities for experiential learning. Faculty who regularly create excellent, high-impact educational experiences in multiple contexts are encouraged to apply for this award.

Guidelines

1. The award shall be based on evidence of consistent outstanding teaching/mentoring at Eastern Kentucky University. Greater emphasis shall be placed upon teaching/mentoring activities of the past 5 years.
2. All full-time tenure and tenure-track faculty in the College of Letters, Arts, and Social Sciences are eligible for the award.
3. Award recipients shall not be eligible again for a period of five (5) years. For example, a recipient of the award in the spring of 2023 shall not be eligible to receive the award again until spring 2028.
4. Up to two recipients may be selected each year. The Committee may choose no recipients if there are no outstanding candidates.
5. Award recipients shall be selected by the end of the spring semester.
6. The Research and Faculty Development Committee shall be responsible for reviewing applications for the College of Letters, Arts, and Social Sciences' Distinguished Service Award.
7. The composition of the committee and the procedures for the election, appointment, and replacement of its members are outlined in the Guidelines for the Research and Faculty Development Committee.
8. If a faculty member or a member of their immediate family is being considered for an Outstanding Teaching & Mentoring Award, that member shall be replaced by an alternate when the Committee is reviewing applications for these awards.

Eligible candidates shall submit the following materials electronically (Word or PDF) to the Associate Dean by **TBD** (deadline is typically the end of March; look for email from Associate Dean's Office):

- **Curriculum vitae** which demonstrates past and/or present teaching and/or mentoring.
- **Letter of support** from the Department Chair or a colleague who is familiar with the applicant's record of teaching and/or mentoring.
- **Additional letters of support** from colleagues are optional.
- **Additional documents** that provide evidence of teaching/mentoring on campus, in professional organizations, and/or other areas may also be included, but are not required.