# NTID Faculty Teaching/Tutoring Awards

# AY 24-25 Nomination/Self-Nomination Form

1. Nominee:

Department: Email:

2. Nominator:

Department: Email:

3. This Nomination is for which award? (Please see p. 2-3 for eligibility requirements.)

Tenured Teaching/Tutoring Award

Pre-tenure Teaching/Tutoring Award

Non-Tenure Track Teaching/Tutoring Award

4. In which educational activity (classroom, tutoring, lab) have you worked with or observed this person?

5. What makes this faculty member’s teaching/tutoring outstanding?

**Please return by: 5 pm on Friday, September 27, 2024**

**To: Kathleen Szczepanek, Chair of the Awards Committee, LBJ-2783**

**or by email,** [**ksgnvd@rit.edu**](mailto:ksgnvd@rit.edu)

Eligibility Requirements for Teaching/Tutoring Awards

1. **Tenured Teaching/Tutoring Award** 
   * Completed at least seven years at NTID by June 30th of the year in which the award is given
   * Must be tenured
   * Must be a full-time employee with primary responsibility for teaching/tutoring (teaching or balanced portfolio)
   * The seven years of teaching/tutoring do not have to be contiguous. They can be interrupted by service-such as Department Head or by official leave.
   * Candidates who already received the NTID Pre-Tenure Teaching/Tutoring award are eligible.
   * The nominee shall be a full-time faculty member for the entire year in which the award is given and cannot be on official leave for any of this period.
   * The candidate shall not have been the recipient of the award in the preceding seven years.
   * Committee members shall not be eligible for nomination in the years in which they serve, but may resign to become eligible if nominated. Such members will be replaced by the person who received the second highest number of votes in the original ballot.

The recipient of this award will be formally nominated for the RIT-wide Eisenhart Award by the NTID Selection Committee. (Note: Due to the Eisenhart Award nomination timeline, the NTID recipient will be formally nominated for the following year’s Eisenhart Award competition).

1. **Pre-tenure Teaching/Tutoring Award** 
   * Completed six years or less at NTID by June 30th of the year in which the award is given
   * Must be tenure-track
   * Must be a full-time employee with primary responsibility for teaching/tutoring (teaching or balanced portfolio)
   * The nominee shall be a full-time faculty member for the entire year in which the award is given, and cannot be on official leave for any of this period.
   * The candidate can only win this award once.
   * Committee members shall not be eligible for nomination in the years in which they serve, but may resign to become eligible if nominated. Such members will be replaced by the person who received the second highest number of votes in the original ballot.

The recipient of this award will be formally nominated for the RIT-wide Richard & Virginia Eisenhart Provost Award by the NTID Selection Committee. (Note: Due to the Richard & Virginia Eisenhart Provost Award nomination timeline, the NTID recipient will be formally nominated for the following year’s Richard & Virginia Eisenhart Provost Award competition.)

1. **Non-Tenure Track Teaching/Tutoring Award** 
   * Must be non-tenure track
   * The candidate must have completed at least three years teaching full time at NTID by the June 30th of the year in which the award is given.
   * Must have primary responsibility for teaching/tutoring
   * The nominee shall be a full-time faculty member for all of the year in which the award is given, and will not be on official leave for any of this period.
   * The candidate shall not have been the recipient of the award in the preceding seven years.
   * Committee members shall not be eligible for nomination in the years in which they serve, but may resign to become eligible if nominated. Such members will be replaced by the person who got the second highest number of votes in the original ballot.

The recipient of this award will be formally nominated for the RIT-wide Non-Tenure-Track Teaching Award by the NTID Selection Committee. (Note: Due to the RIT-wide Non-Tenure Track Teaching Award nomination timeline, the NTID recipient will be formally nominated for the following year’s RIT-wide Non-Tenure Track Teaching Award competition.)

Required supplemental documentation to support, in addition to the nomination form, to complete the process:

Teaching/Tutoring awards:

* Letter of support/eligibility from the nominee’s chairperson
* Curriculum Vitae
* A *summary* of SRS evaluations (all courses from the most recent three years). If the nominee has been teaching/tutoring for less than three years, then a summary of all evaluations for all the years at NTID are required.
* One letter of support from a colleague
* One to two letters of support from students (current, past, or alumni)
* A 1-2 page narrative describing how the nominee’s teaching/ tutoring has had an impact on students’ success