APPLICATION FOR

SMC EXCELLENCE IN

GRADUATE STUDENT TEACHING AWARD

**Award Eligibility:** Two awards will be presented, one to a current Masters level teaching associate (TI) or teaching assistant (TA) and one to current doctoral level TI or TA. All nominees must be teaching at least one section per semester of a course in the Communication Department, the Department of Journalism and Public Relations, or the Department of Telecommunications (including assisting in IPC 1020, IPC 2010 or JOUR 1000, JOUR 2000, TCOM 1030, as well as serving as the primary instructor for other courses in the School). Only people who have never received this teaching award are eligible.

**Nominating Procedures and Criteria:** Nomination materials will take the form of a letter of nomination (authored by self or a colleague), addressed to the SMC Graduate Program Committee, c/o Graduate Secretary. The letter of nomination should specifically address the candidate’s qualifications as they exemplify the following standards of teaching excellence: knowledge and commitment to subject, creativity, concern with students’ personal development, active reflexivity, innovation, contribution to student interaction and growth, accessibility to students, professionalism in teaching, and responsiveness to student feedback.

Upon receipt of the nominating letter, the Graduate Secretary will ask the nominee to complete a one page essay addressing his/her philosophy of teaching, and submit all course evaluations including the school standardized evaluations and any other data they have to demonstrate their teaching excellence (i.e., Small Group Instructional Diagnosis, written midterm evaluations, peer/supervisor evaluations) from at least the Fall semester. A completed candidate file will contain a nominating letter(s), Fall semester evaluations and statement of teaching philosophy. Please do not solicit letters from undergraduate students.

The application package is comprised of (1) completed application form; (2) nomination letter(s); (3) Fall semester evaluations. Create one electronic file package, entitle it “SMC Excellence In Grad Student Teaching Application\_(last name),” and submit to [smcgrad@bgsu.edu](mailto:smcgrad@bgsu.edu). The award decision will be made by the Graduate Program Committee. The winner(s) will be notified by the School Office and is expected to attend the end-of-year SMC award ceremony.

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| Name: | | BGSU ID #: | | | Degree Program: MA Ph.D. |
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| SMC Committee: (Chair)      ; (Member #1)      ; (Member #2) | | | | | |
|  |  | | |  | |
| Program Beginning Semester/Year: / | | | Expected Graduation Semester/Year:/ | | |
|  | | |  | | |
| BGSU Email Address:      @bgsu.edu | | | Permanent Email Address:      @ | | |
|  | | |  | | |
| GPA: | | | TDP Approval/Update Date (M/D/YY): | | |

List courses that you taught on the BGSU campus and identify your role in the courses (e.g., instructor of record, TA, etc.)

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List teaching-related professional development activities you participated in, if any.

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Provide a statement of your teaching philosophy (no more than 500 words).

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| Checklist for the application package: | Application form |  |
|  | Nomination letter(s) |  |
|  | Fall semester teaching evaluation |  |
| I attest that the information provided on this application is complete and truthful, to the best of my knowledge (Digital signature acceptable). | | |

**Signature:** **Date (M/D/YY):**