

CALL FOR APPLICATIONS

2023 UNLV Foundation Distinguished Teaching Awards and 2023 Nevada Regents' Teaching Awards

Due September 22, 2022, 5:00pm

The UNLV Faculty Center is pleased to accept nominations for the following awards through **September 22, 2022**.

We will award up to four **UNLV Foundation Distinguished Teaching Awards** of \$5,000 each.

From this group of award winners, we will select nominees for the **Nevada Regents' Teaching Awards**. There are two Nevada Regents' Teaching Awards:

- One for full-time faculty who are tenured or tenure track, and
- One for full-time faculty who are non tenure-track (e.g., faculty-in-residence or lecturer)

ELIGIBILITY

Applicants must be full-time faculty members who have completed five years of cumulative service in NSHE by October 18, 2022. Although these awards are intended for individuals, groups who by their collaboration have made outstanding instructional contributions may be recognized as well. Past recipients of this award may apply for another UNLV Foundation Distinguished Teaching Award after five years have elapsed since the receipt of their prior award.

APPLICATION MATERIALS

Complete applications are due by 5:00 pm Wednesday, September 22, 2022. All applications must be submitted electronically in a single electronic file by email to facultycenter@unlv.edu. Please include your surname in the file name. Hardcopy or incomplete applications will not be considered. General guidance on preparing a successful application is provided below.

Please include all application materials **in a single electronic file** that includes a cover page and table of contents (templates provided below), page numbers, and a blank page between sections:

1. Formal letter of nomination from an NSHE employee or student, adhering to the following guidelines:
 - The nomination letter must address how the candidate accomplished a significant record of excellence in teaching that brought recognition to his or her institution.
 - The letter must provide clear evidence of the candidate's ability to communicate effectively with students, impart knowledge, and/or develop skills in a manner that excites students' interest in the subject matter as well as students' interest in furthering their educational aspirations. **Explicit, concrete examples of the instructor's effectiveness are most useful.**

- The letter must provide clear evidence of the candidate's enthusiasm for assessing, revising, and updating instructional methods, materials and technologies; a willingness to attempt and revise innovative instructional activities through varied approaches, methods, materials, or technologies in an effort to create ongoing participatory/active learning in the classroom and move the state of instruction in a field to a new level or in new directions; and a recurring effort to create learning tasks (assignments, exercises, and/or exams) that encourage critical thinking/reasoning skills.
 - The letter must provide clear evidence of the candidate's eagerness to be accessible to all students and to provide students with accurate advisement and appropriate referrals to other campus departments.
2. A curriculum vitae must be attached to the letter of nomination. Please place teaching experience at the top of the CV.
 3. A 250-500 word teaching statement that addresses the following:
 - Goals for student learning -- what do you hope students take away from your classes?
 - Engaging students -- what innovative practices have you used?
 - Assessment of student learning -- what is the impact of your teaching?
 - Creating an inclusive environment -- how do you engage diverse students and create an inclusive and equitable classroom?
 - Future directions -- what are your goals going forward?
 4. Supplementary materials **may** include a selection of the following, but need not be comprehensive.
 - No more than three recent self-evaluations and/or evaluations by the candidate's supervisor or dean. (Consider including these if they address the applicant's teaching accomplishment.)
 - A one-page summary of student teaching evaluations (see example: <http://bit.ly/SummaryEvals>) for no more than three classes.
 - No more than three examples (reprints or copies) of significant works that the candidate feels are representative of his or her teaching accomplishments. **Examples include**, but are not limited to, course outlines/syllabi, samples of course handouts, exercises the candidate has developed, distance education materials, videotapes developed by the candidate, and samples of exams. (Please include a brief summary up to 150 words to summarize how each example demonstrates the applicant's work to address challenges and/or provide outstanding educational experiences for students.)
 - No more than three letters of support from persons knowledgeable of the nominee's qualifications, including students or colleagues. (Please follow the guidelines above for the nomination letter.)
 - Names and addresses of up to five persons, including students, whom the Selection Committee may contact regarding the candidate's effectiveness, achievements, or abilities as a teacher.

General Guidance on Preparing a Successful Application

- Carefully read instructions, qualifications, and application package requirements. Be sure to include and/or address each item requested.
- The application package should include the following:
 - Cover page
 - Table of contents
 - Nomination letter
 - Curriculum vitae
 - Teaching statement
 - Supplementary materials
- For guidance on the appearance of these documents, please contact the Faculty Center (facultycenter@unlv.edu) to obtain a sample application package. Also, please see **the cover page and table of contents templates provided below** for your use; please feel free to copy them and use them in your application package.
- The nomination letter should comprehensively explain the nominee's qualifications for the award, provide examples that address the award criteria; the preferred length of the letter is two to three pages. It should appear on letterhead, have one-inch margins, and be addressed this way:

TO: Selection Committee, Regents' Award for (the name of the award you are seeking)

FROM: Name of letter writer and title

DATE: Date when the nomination letter was composed

RE: Nomination of [full name of nominee] for Regents Award for [the name of the award]

- Prepare one application package rather than multiple separate documents. It is best to compile all of your materials into one PDF package; this enables you to order them appropriately, and it will streamline reviewers' efforts.
- Applicants should submit as many letters of support as permitted. If instructions indicate "No more than three letters may be submitted," applicants should submit three letters.
- Consider using phrasing similar to that found in the instructions. Reviewers often utilize checklists or rubrics to rate applications, and using similar phrasing will help them identify portions of your materials that address requirements.

– Scroll Down for Templates for Cover Page and Table of Contents –



Name

Department

College/School

University of Nevada, Las Vegas

A Nominee for the
2023 UNLV Foundation Distinguished
Teaching Award/Regents' Teaching Award

Date

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