

## **UGA College of Engineering Annual Award for Excellence in Graduate Student Teaching**

### **Description:**

The College of Engineering (CENGR) Honorifics Committee is pleased to announce the availability of the CENGR Annual Award for Excellence in Graduate Student Teaching. This award honors graduate students in the College of Engineering who have demonstrated superior teaching skills and commitment to high-quality instruction related to the engineering program. The recipient will receive a monetary award between \$500-1000 depending on the availability of funds.

Criteria include but are not limited to evidence of:

- Superior teaching skills (e.g. teaching effectively, inspiring student enthusiasm for learning, stimulating student independent and critical thinking),
- Creativity in the development of new courses/topics, creation of innovative instructional materials and effective usage of technologies
- Promoting learning opportunities that extend beyond the classroom/laboratory
- External recognition for accomplishments in classroom teaching and/or instructional development
- Tangible accomplishments of the recipient's students
- Published materials or articles within the scholarship of teaching and learning

### **Eligibility:**

In order to be eligible for the CENGR Graduate Student Teaching Award, the student should:

- Be a graduate student enrolled full time at the UGA in the semester of application
- Have had significant teaching responsibilities in the CENGR curricula for at least two semesters, at least one of which should have been within three semesters preceding the semester of application (i.e. spring, summer and fall semesters of the year preceding the semester of application)
- Have fulfilled UGA's TA Policy<sup>2</sup>
- **Not** have previously received the UGA's ETA

### **Nomination and Voting Process:**

Any eligible engineering faculty member<sup>3</sup> can nominate candidates for the CENGR Graduate Student Teaching Award to the CENGR Honorifics Committee during the open call period for nominations.

- **Nominations can be made at [this link](#).**
- **Nominations will be accepted until 5:00 pm, February 7<sup>th</sup>, 2025.**

Upon the receipt of nominations, the CENGR Honorifics Committee will request a dossier **as a single PDF**, not to exceed 15 pages, *from the nominee* with the required contents:

- A cover letter (2-page maximum) describing the ways in which the applicant has contributed to teaching at the CENGR (please make reference in this letter to other evidence included in the dossier)
- Relevant information from all teaching evaluations
- Letters from one or more faculty members (preferably the instructor(s) for the course(s) taught) outlining the extent of their personal involvement with the nominee in the capacity of a teaching mentor/supervisor, description of the nominee's teaching responsibilities and the reasons why the nominee should be considered for the award
- A list of courses with all teaching responsibilities
- Any additional evidence that supports the criteria for the award, such as letters from students.
- **Dossiers must be submitted via the [application link here](#) by 5:00 pm, February 28, 2025.**

### **Selection Process:**

Based on the above material, the CENGR Honorifics Committee will

- Generate a shortlist of nominees (limited to 10% of the number of graduate students with significant teaching responsibilities in the CENGR and those who have not received the OTA previously) to be recommended for the OTA
- Select one nominee to receive the CENGR Annual Award for Excellence in Graduate Student Teaching.

The recipient of the CENGR Annual Award for Excellence in Graduate Student Teaching will automatically be eligible for the CENGR nomination for UGA's ETA for as long as the recipient continues to satisfy the ETA's eligibility criteria<sup>1</sup>. The ETA is the highest graduate student teaching award at the UGA. The CENGR Honorifics Committee will work with the ETA nominee in ensuring the completeness of the materials required for the ETA; however, the committee will not be responsible for the preparation of these materials or the ETA application.

<sup>1</sup> <http://www.ctl.uga.edu/pages/ta-policy>

<sup>3</sup> *An eligible engineering faculty member is an appointed faculty in the College of Engineering (this includes Lecturers and Instructors). Affiliate and Adjunct faculty members who do not have a primary appointment in the College of Engineering are not considered eligible faculty members.*