

Guidelines for the 2006-2007 Provost's Awards of Excellence

Submission Instructions: Please note that the following are general guidelines for applicants and not intended to be all encompassing criteria that each candidate must possess for consideration. Applicants are not expected to address each of the listed criteria, although to be competitive candidates will have significant contributions in the identified areas. Candidates are especially requested to provide a discussion of the impact of the activity in their respective area and provide documentation to substantiate this impact.

Applications for this award are limited to five (5) pages of narrative (single spaced) and ten (10) pages of supporting documentation in addition to the appendix stipulated in each category. Please allow one inch margins on all sides and use a 12 point font. Please recognize that the period of review is limited to August 3, 2003 through July 31, 2006. Applications not in compliance with these guidelines will be eliminated from consideration.

Excellence in Teaching

Please begin your narrative by briefly stating your teaching philosophy. This should be followed by the contributions made in delivering on this philosophy. Please recognize that it is not important to address each of the elements outlined below.

1. Interest and enthusiasm for undertaking teaching and for promoting student learning
2. Ability to arouse curiosity, and to stimulate independent learning and the development of critical thought
3. Ability to organize course material and to present it cogently and imaginatively
4. Participation in the effective guidance and mentoring of students
5. Method(s) for appropriate assessment, including providing worthwhile feedback to students on their learning
6. Ability to assist students to participate and achieve success in their courses
7. Command of the subject matter, including the incorporation in teaching of recent developments in the field of study
8. Participation in professional activities and research related to teaching
9. Involvement in curriculum development
10. Participants are encouraged to include other activities that may not have been addressed by the guidelines stated above.
11. *Stipulated Appendix: Furnish an outline of your portfolio activities and their associated dates in descending chronological order.*

Excellence in Teaching with Technology

Please begin your narrative by briefly stating your philosophy in teaching with technology. This should be followed by the contributions made in delivering on this philosophy. Please recognize that it is not important to address each of the elements outlined below.

1. Draws, incorporates, and discusses current and emerging technologies in course discussion, material presentation, and assessment
2. Participation in the effective guidance in disseminating expertise via workshops, presentations etc.
3. Demonstrated excellence in raising student awareness, understanding, and deployment of technology
4. Demonstrated excellence in enhancing student learning outcomes as a result of deploying technology
5. Demonstrated excellence in creating an online learning environment
6. Research contributing to enhanced effectiveness of technology related teaching
7. Participants are encouraged to include other activities that may not have been addressed by the guidelines stated above.
8. *Stipulated Appendix: Furnish an outline of your portfolio activities and their associated dates in descending chronological order.*

Excellence in Scholarly/Creative/Performative/ Professional Activities

Please begin your narrative by briefly stating your philosophy in approaching scholarly/creative/performative/professional activities. This should be followed by the contributions made in delivering on this philosophy. Please recognize that it is not important to address each of the elements outlined below.

1. Contribution to intellectual environment locally, regionally, nationally, or internationally through excellence in research
2. The originality/creativity and significance of the research
3. Creative activity, such as performances, exhibits, or design production, which is an invited activity of regional, national, or international merit and substantiated with positive reviews
4. Presentations, invited/refereed at conferences and professional meetings at local, state, national, or international forums
5. Professional research activity, such as grants (completed and funded), classroom research, contracts, patents and copyrights, computer software and/or adaptation, technology
6. Service furthering the interests of a professional organization related to the individual's area of professional expertise
7. Participation in the publication of a scholarly journal as part of the editorial board
8. Participants are encouraged to include other activities that may not have been addressed by the guidelines stated above.
9. *Stipulated Appendix: Furnish an outline of your portfolio activities and their associated dates in descending chronological order.*

Excellence in University/Community Service

Service includes, but is not limited to, professional appearances, performances, consulting, serving on committees, participating in recruitment and placement of students.

Please begin your narrative by briefly stating your philosophy for university/community service. This should be followed by the contributions made in delivering on this philosophy. Please recognize that it is not important to address each of the elements outlined below.

1. Sustained meritorious service rendered to the department, college, university, national and/or international communities. Please delineate your compensated service contributions.
2. Service rendered to governmental and non-governmental organizations
3. The primary criterion should be one of significant contribution/impact. There should be substantial evidence that a nominee's service activities have had a significant positive effect.
4. It will be important to note that the faculty member's service activities are characterized by a continuous commitment to service activities over a period of time as opposed to a one-time major involvement
5. Participants are encouraged to include other activities that may not have been addressed by the guidelines stated above.
6. *Stipulated Appendix: Furnish an outline of your portfolio activities and their associated dates in descending chronological order.*

Excellence in Multicultural Teaching

Multiculturalism is defined here in terms of cultural diversity issues as these are identified with historically underrepresented groups within the U.S.A.

Please begin your narrative by briefly stating your philosophy to teaching with a multicultural perspective. This should be followed by the contributions made in delivering on this philosophy. Please recognize that it is not important to address each of the elements outlined below.

1. Interest and enthusiasm for incorporating multicultural perspectives into one's disciplinary courses and for promoting student understanding of these perspectives
2. Interest and enthusiasm for teaching multicultural courses and for promoting student learning in these courses
3. Ability to arouse curiosity and to stimulate independent learning and the development of critical thought in relation to multicultural issues
4. Ability to present multicultural issues cogently and imaginatively

5. Participation in the university's multicultural initiatives, both curricular and co-curricular
6. Development of appropriate methods of assessing student learning in the area of multicultural education
7. Ability to assist students in participating in and achieving success in their multicultural courses
8. Command of the subject matter, including recent developments in multicultural studies
9. Participation in professional activities and research related to multicultural scholarship and teaching
10. Involvement in multicultural curriculum development and transformation
11. Sustained meritorious input in raising student/faculty/staff awareness of multicultural issues (i.e. via workshops, seminars, et al)
12. Facilitation of multicultural alliances at the university/college/department level/s
13. Service activities that promote the recruitment and retention of historically underrepresented students, faculty, and staff
14. Participation in activities that enhance the campus experience of historically underrepresented students
15. Receipt of major multicultural grants
16. Contributions to enhance the university image in multicultural studies
17. Participation in other relevant activities not addressed by the guidelines stated above.
18. *Stipulated Appendix: Furnish an outline of your portfolio activities and their associated dates in descending chronological order.*

Excellence in Internationalizing the Campus

Please begin your narrative by briefly stating your philosophy to internationalize the campus. This should be followed by the contributions made in delivering on this philosophy. Please recognize that it is not important to address each of the elements outlined below.

1. Interest and enthusiasm for incorporating global perspectives into one's disciplinary courses and for promoting student understanding of these perspectives
2. Interest and enthusiasm for teaching international courses and for promoting student learning in these courses
3. Ability to arouse curiosity and to stimulate independent learning and the development of critical thinking in relation to international issues
4. Ability to present international issues cogently and imaginatively
5. Development of appropriate methods in assessing student learning in the area of international education
6. Ability to assist students in participating in and achieving success in their international courses
7. Command of the subject matter, including recent developments in international studies
8. Sustained meritorious service rendered to the department, college, or university, in raising awareness regarding international issues.

9. Sustained meritorious input in raising student/faculty/staff awareness relating to international issues (i.e. workshops, content enhancement, curriculum transformation, etc.)
10. Facilitation of international alliances at the university/college/department levels.
11. Service activities on a global scale that include, but are not limited to, professional appearances, performances, & consulting, serving on committees, participating in recruitment and placement of students, and serving to further the interests of a professional organization related to the individual's area of professional expertise
12. Participation in professional activities and research related to international issues
13. Contributions in curriculum enhancements in the area of international education
14. Contributions in facilitating and enhancing WIU's international students' experiences
15. Receipt of major international grant(s)
16. Contributions to enhancing the University image on a global basis
17. Participants are encouraged to include other activities that may not have been addressed by the guidelines stated above.
18. *Stipulated Appendix: Furnish an outline of your portfolio activities and their associated dates in descending chronological order.*