

MVCC COLLEGE SENATE COMMITTEE REPORT FORM

Name of Committee: Excellence in Teaching Award Selection Committee

Academic Year: 2012-2013

Committee Chairperson's Name: Don Kelly

Names of Committee Members: Colleen Bolton, Doreen Nicholls, Norayne Rosero, Jim Smrtic, Patricia Antanavige, Don Kelly

COMMITTEE CHARGE: Advertise, receive and evaluate nominations of full-time faculty for the MVCC Award for Excellence in Teaching and the Chancellor's Award for Excellence in Teaching Awards.

Number of Meetings: (2) The committee also communicated frequently via e-mail.

Summary of Committee Meetings:

Nominations were solicited via e-mail to all full-time employees, all part-time employees and all students, sent in early February. Additional announcements of all awards were sent by the Employee Recognition Council. Nominations were collected on the MVCC website and forwarded to the committee.

The committee evaluated all of the nominations submitted, determined which of the nominees met the eligibility criteria and conducted a preliminary evaluation of qualifications based on the information included in the nomination. Based on this review, the committee invited two applicants to submit additional information addressing the selection criteria. The committee then conducted additional review of materials submitted.

The Selection Committee unanimously recommended one candidate for the 2012-2013 local Excellence in Teaching Award and the 2014 Chancellor's Award for Excellence in Teaching. Committee recommendations and supporting materials were forwarded to the President and the Board of Trustees.

Recommendations for College Senate Action:

The committee recommends that the nomination process, particularly the methods used for advertising the nominating process, be revised. Most of the nominations received by the committee were for individuals who did not qualify for this specific award. Several adjunct faculty and a twelve-month employee were nominated for the Full-time Excellence in Teaching award, for example. In addition, the committee received several applications for faculty that were forwarded by the Excellence in Professional Service Committee. The criteria for this award are significantly different, and the committee concluded that these nominations should not be considered. Some nominations were incomplete and did not address all of the criteria for the award.

The committee feels that this confusion arises from the methods used for announcing the nomination process and listing criteria for the awards. Nominators, particularly students, appear to be confused about which award employees qualify for. More explicit information on award criteria should be included in the directions on the website. We recommend that the website be reconfigured to more clearly direct nominators through the process. For example, we

recommend that the nomination forms for all teaching awards, for full-time and adjunct employees, be combined into one form, and that the two committees then separate the applications by category. The criteria should be clearly listed and described at the top of the nominating form as well. For example, the form should clearly state: “Use this form if you are nominating a faculty member for teaching.” Or “Use this form if you are recommending a non-faculty member for service.”

Committee members are available to meet with the Employee Recognition Council to further discuss this recommendation.

Submitted by: Don Kelly

Date: May 24, 2013