



The University of West Florida
Student Government Association

Distinguished Teaching Award

Legislation: 19-20 Bill V

Author(s): Senator Mary-Sheldon Williams and Senator Keyshawn Rodgers

Table with 2 columns and 4 rows: First Reading: 15, Second Reading: 15, Yes: 15, No: 0, Abstain: 0

Noemi Gaytan
Ms. Noemi Gaytan
Senate Pro Tempore

Be it known that Student Government 19-20 Bill V is hereby signed on 1/28/20

Pass Veto
1/28/20
Date

Zenani D. Johnson
Ms. Zenani D. Johnson
Student Body President

ADDENDUM A: Distinguished Teaching Award

The Distinguished Teaching Award is granted yearly to five outstanding instructors at the University of West Florida. The University Outreach Committee shall use Addendum B as a reference for choosing the Recipients.

A. Awards shall be granted to any University Faculty including those online who fulfill stated Distinguished Teaching Award Requirements. One award will be granted to each of the academic colleges at The University of West Florida.

B. All current regular and adjunct faculty members are eligible for the Distinguished Teaching Award.

C. Faculty members who are selected to receive the Distinguished Teaching Award will be awarded a stipend approved by the University Outreach Committee from the Student Government Association budget. This stipend is only to be used for academic purposes such as research, in-class materials, academic trips, and any other academic related expenditures.

D. Faculty members may only receive the award once every three years. When a faculty member receives the award for a third time, he/she will be automatically inducted into the Distinguished Teaching Hall of Fame, and will no longer be eligible for the Distinguished Teaching Award.

E. The Distinguished Teaching Award recipients shall be chosen from the results of the following four steps conducted by the University Outreach Committee:

1. Nominations shall be taken from the student body. In order to be considered, their eligibility must first be determined by the SGA Advisor.
2. After eligibility has been determined, the University Outreach Committee may consider up to thirty nominees. The Chairperson must notify the eligible nominees to request a copy of that instructor's classroom schedule so the University Outreach Committee may proceed with the ~~classroom observations~~ informal surveys.
3. Based upon the nominations and ~~classroom observations~~ informal surveys, the committee shall select a group of semi-finalist. Those semifinalist shall be interviewed by the committee, and the committee shall review their student evaluation forms to determine the recipients.
4. Review of Semi-finalists most recent Student Evaluations.

F. The University Outreach Committee shall keep the appropriate administrator aware of all steps the committee is making.

G. Any nominee who fails to submit any information requested by the University Outreach Committee at any time during the process shall be disqualified.

H. At least ~~two~~ one University Outreach Committee members must ~~observe~~

~~each eligible faculty nominee's teaching methods~~ disseminate the informal survey during an actual class period. The committee members may not visit the classes at the same time, unless there are unusual circumstances.

I. No University Outreach Committee member may ~~participate in the classroom observation~~ disseminate the informal survey if that committee member has had, or is currently in, that nominee's courses.

J. The Chairperson shall notify the semi-finalists, set up interview times, and request a copy of that instructor's most recent student evaluations.

K. To conduct an interview, there must be a quorum of the University Outreach Committee present.

M. The University Outreach Committee shall pre-determine no less than five standard questions to be asked of each of the semi-finalists. Each committee member will be permitted to ask any additional questions within reason.

N. After the interviews the University Outreach Committee shall review all semi-finalist student evaluations.

O. All University Outreach Committee discussions with regard to the Distinguished Teaching Award nominees and semi-finalists shall be Confidential.

P. After all interviews and student evaluation forms have been considered, the University Outreach Committee shall meet to

determine the recipients.

Q. The chairperson shall notify the SGA Advisor, in writing, of the recipients of the Distinguished Teaching Award and inductees, if any, into the Distinguished Teaching Hall of Fame. The recipients and inductees shall be presented the award at the Honor's Convocation Ceremony.

R. The chairperson shall be required to record all actions of the University Outreach Committee has used to reach their decision. Recommendations shall be made to the future committees and these records shall be made available to all future chairpersons.

CRITERIA FOR DISTINGUISHED TEACHING AWARD

Part One: Nominations and ~~Observations~~-Informal Surveys

- A. Accessibility to Students
- B. Classroom Productivity
- C. General Approach to Teaching
- D. General Attitude
- E. Impressions and Input of the University Outreach Committee
- F. Response to ~~students questions in class~~ informal surveys

***After computer nominations are installed:

- G. Number of Nominees

Part Two: Student Evaluations and Interviews

- A. Accessibility to Students
- B. General Approach to Teaching

C. General Attitude of the Instructor

D. Impressions and Input of the University Outreach Committee

E. Instructor Fairness

F. Response to Interview Questions

G. Response to ~~Students Questions in Class~~ informal surveys