THE OUTSTANDING LECTURER AWARD

The Outstanding Lecturer Award is designed to publically acknowledge lecturers who demonstrate excellence in teaching effectiveness and commitment to students at CSUF by making substantial contributions to student learning. The individual selected shall be honored by the President and the Academic Senate at an Academic Senate meeting. The recipient’s name will be engraved on a permanent plaque.

ELIGIBILITY

All temporary faculty members with a minimum of six years of teaching employment at CSUF and who have had an instructional assignment in the last 12 months are eligible.

NOMINATIONS

a. A request for nominations for this award shall be initiated by the chair of the Academic Senate no later than the last week of August.

b. Nominations for this award may be made by any faculty member with an instructional assignment.

c. Deadline for nominations shall be the third Monday of September.

d. Only one candidate may be nominated by any individual in each cycle.

e. A person nominated shall remain in nomination for two consecutive years with the ability to modify the application, unless he/she 1) received this university award; 2) declines to remain in nomination; 3) is no longer employed by CSUF; or 4) is deceased.

f. Each individual nominee for this award shall be notified by the Chair of the Academic Senate and invited to submit their materials by the first Monday of November.
CRITERIA

The principle criterion for receiving this award shall be a record of outstanding teaching at CSUF that is evidenced by:

1) Description of instructional load and one summary table with a list of each class taught for the most recent six years, using the below format for summary table. You may need to insert more rows to accommodate all classes for each semester taught for the past six years. An example is highlighted in gray.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th># Students</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>F</th>
<th>Course GPA</th>
<th>Dept GPA Avg*</th>
<th>Course SOQ</th>
<th>Dept SOQ Avg*</th>
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<tbody>
<tr>
<td>Fall 2016</td>
<td>PHIL 315</td>
<td>35</td>
<td>4</td>
<td>15</td>
<td>10</td>
<td>6</td>
<td>0</td>
<td>2.49</td>
<td>2.70</td>
<td>3.20</td>
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</table>

* For columns labelled A-F, please indicate the percentage of grades earned by your students for each letter grade. If you use +/- use a simple total of all A’s earned (A+, A, A-), etc.

- **Course GPA** should be the GPA for your listed courses as indicated in the “official” GPA reports provided by CSUF.
- **Course SOQ** should be the **Total Mean** SOQ as listed in your Summarized Report for each course you list.
- For columns including “Dept”, please enter averages or range expectations as appropriate.

2) Evidence of activities that promote student learning outside of the classroom (i.e., student involvement in research, conducting extra-curricular activities with students, field trips, involving students in productions or stage works, advising student clubs or organizations, and/or examples of mentoring or advising students indicating if these are beyond job requirements);

3) Evidence of substantial engagement in curriculum development or improvement, assessment, pedagogical improvement, or integration of high impact practices into teaching; and

4) Evidence of a sustained record of superior teaching across multiple terms.

FORMAT FOR APPLICATION

An application shall include a curriculum vitae and a narrative, not to exceed 1500 words, which contains evidence of excellence in teaching and a commitment to students at CSUF. Any contributions that have been completed beyond job requirements should be indicated as such. The application must include five letters of support. Letters of support should be dated within the previous 12 months of the initial submission. One letter must be from the candidate’s current or former Department Chair, Program Coordinator, Director, or appropriate administrator.
Candidates shall provide a maximum of ten items as evidence of their teaching effectiveness and commitment to students at CSUF. (Note: Activities at other institutions will not be considered.) For example, candidates may include documentation such as peer observation and comments on teaching, summary tables of student opinion questionnaires with department averages and comments from students, a sample SOQ form, summary tables of grade distributions with department averages, evidence of advising responsibilities, evidence of involving students in productions or stage work, evidence of mentoring beyond the classroom, pedagogical improvements and curriculum/degree development efforts. All application materials must be contained in a 1-inch 3-ring binder.

**EVALUATION PROCESS**

Candidates will be evaluated by the Outstanding Professor Committee. The committee shall choose the award recipient and forward his/her name to the Academic Senate Chair and the President by the second Friday in December. The award will be presented by the President and the committee at an Academic Senate meeting prior to the end of the academic year.

Source: Outstanding Professor Award Committee & Executive Committee

**EFFECTIVE DATE: July 6, 2016**
Supersedes: UPS 295.000 dated 6-16-15
and ASD 15-33