

University Distinguished Teachers

I. Policy

The designation of University Distinguished Teacher has been established to recognize faculty members at the University who are outstanding teachers at the undergraduate level. ~~Only full-time teaching faculty who are not tenured or tenure eligible will be considered for this honor.~~

Designated faculty members will hold the title permanently, ~~be~~ identified in University publications, and receive an annual monetary award of discretionary funds to support their professional development for the four years following their ~~University Distinguished Teacher designation~~. The names of all University Distinguished Teachers will be engraved on a plaque to be prominently displayed at the University. Faculty holding ~~the~~ University Distinguished Teacher ~~designation~~ are not eligible to be re-nominated for the award.

II. Procedure

- A. Nomination will be in writing by a department/school colleague in the nominee's discipline by September 1.
 1. The Chair of the department/school shall provide the full nomination packet to the department/school full-time faculty prior to the ballot, and the Chair of the department/school shall conduct a secret ballot of all full-time members of the department/school and submit the vote with the nomination. Upon affirmation of a majority of those voting, the Chair shall forward the nomination(s) to the Dean.
 2. The Dean of the college shall evaluate the credentials and submit the names of no more than 10% of the full-time non-tenure-track and non-tenured faculty in their college for nomination to the University Distinguished Teacher Committee.
 3. The University Distinguished Teacher ~~Committee~~ shall normally be comprised of one full-time faculty member from each college who holds the designation of University Professor or University Distinguished Teacher as selected by the College/School Promotion and Tenure Committee. ~~In cases where there are no faculty members in the college/school with either designation the college/school promotion and tenure committee can select another faculty member from their college/school.~~ The University Distinguished Teacher Committee may, by an affirmative vote of at least four members, recommend designation to the ~~appropriate executive vice president~~, who will make the final designation not later than January 1 for the next year.

II. Criteria

1. Each nominee shall ~~have taught at least~~ three undergraduate courses per year for at least the past three years.
2. Faculty nominated for consideration as University Distinguished Teacher shall have a record of superior accomplishment in teaching. The nominee shall document this record with evidence such as results of student opinion surveys, peer evaluations, statements from former students, and other relevant information.
 - a. The nomination packet shall include:
 1. Personal statement by the person nominated describing general teaching philosophy [maximum ~~500 words~~].

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2. Documentation of teaching innovations grounded in the scholarship of teaching and learning.
3. Portfolio review letters for the last three years are required.
4. Curriculum vitae with priority given to activities and awards that focus on teaching [maximum two pages].
5. Table listing ^{ODU} courses taught in the last three years, including course number and title, and the number of students per class section.
6. Student opinion surveys and grade distribution reports from the last three years.
7. Up to four additional letters of support, including at least two written by the nominee's former students who have graduated from ODU. The other two letters of support may be from professional colleagues internal or external to the university and may include former students. The letters may be solicited by either the nominator or the nominee's department chair. [maximum 12 pages]

Approved by the President
December 18, 2012

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In addition to the nomination letter, no more than four letters of support, with at least two written by the nominee's former students who have graduated from the uUniversity. The other two may come from persons in the community of his or her profession, including former students [maximum 12 pages].¶