

**Criteria and Supporting Evidence for COE Awards**  
**2021-2022 Academic Year**

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- 1. Excellence in Teaching Award**
- 2. Excellence in Mentoring Awards**
  - 2a. Excellence in Graduate Mentoring Award**
  - 2b. Excellence in Faculty Mentoring Award**
- 3. Excellence in Scholarship**
  - 3a. Excellence in Scholarship Award (Tenured)**
  - 3b. Excellence in Scholarship Award (Pre-Tenure Faculty)**
  - 3c. Excellence in Scholarship Award (Professional-Track Faculty)**
- 4. Excellence in Outreach/Partnership Award**
- 5. Excellence in Service Award**
- 6. Outstanding Staff Awards**
  - 6a. Outstanding Staff Award (Exempt Staff Member)**
  - 6b. Outstanding Staff Award (Non-Exempt Staff Member)**
- 7. Outstanding Student Awards**
  - 7a. Outstanding Doctoral Student Award**
  
  - 7c. Outstanding Undergraduate Student Award**

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## Timeline for Submission

March 14, 2022

March 28, 2022

May 13, 2022

Office

Awards Ceremony as part of College Assembly

The contact person in the office for this awards cycle is Maria Izursa ([msian@umd.edu](mailto:msian@umd.edu)).

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### Submission Rules

**(Incomplete or incorrectly formatted applications will NOT be considered)**

- a. All nomination materials should be in digital format NO HARD COPIES.
- b. The names of nominees and the nominee materials must be received by the office by the deadlines listed above NO EXCEPTIONS.
- c. All submitted materials will need to be in PDF format NO EXCEPTIONS.
- d. All of the files that are sent for a particular award nomination should be formatted using a consistent format. The following structure for the file names is requested:

COE Award [Award Number]\_[Name of Nominee]\_[Type of Document]\_[Author].PDF

To illustrate this idea, the following would be examples of file names for a particular application for John Doe who applies for award #7a:

COE Award 7a\_John Doe\_Transcript.PDF

COE Award 7a\_John Doe\_CV.PDF

COE Award 7a\_John Doe\_RecLetter\_Jane Doe.PDF

COE Award 7a\_John Doe\_Statement.PDF

COE Award 7a\_John Doe\_TeachEvals.PDF

In other words, the name should include the award number, the name of the nominee (last name only is fine too), the type of document, and for letters of reference for which there could be multiple the name of the person who wrote the letter (last name only is fine too).

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## **1. COE Excellence in Teaching Award**

The award is given to nominees who have demonstrated exceptional commitment to excellence in teaching, advancing the educational mission of the COE, and incorporating innovation in undergraduate and/or graduate teaching.

### ***Eligibility:***

Faculty members (tenured, pre-tenured, or professional-track) who have been employed within the COE for a minimum of two years.

### ***Possible Nominators:***

Chair, tenure-line or professional-track faculty, undergraduate and graduate students, or self-nomination.

### ***Award Criteria:***

1. Evidence of commitment to excellence in teaching and advancing the educational mission of the COE.
2. Evidence of innovation and application of effective teaching methodologies, including materials.

### ***Required Supporting Evidence:***

1. A maximally one-  
in teaching from the nominee.
2. A minimum of two solicited or unsolicited letters of recommendation from undergraduate and / or graduate students who have been taught by the nominee. The letters should  
  
learning, understanding, and career goals in their specific fields of study.

### ***Optional Supporting Evidence:***

1. A review of a teaching session by a colleague in the department (department may determine review criteria and / or rating scale).
2. Letter of recommendation from the *Department Chair* or the *Program Coordinator*. If the *Department Chair* or *Program Coordinator* is the nominee, a letter from a tenured faculty member in the current department can be substituted.

## **2a. COE Excellence in Graduate Mentoring Award**

The award is given to nominees who have demonstrated exceptional commitment to excellence in the mentoring and professional development of graduate students, either formally or informally.

### ***Eligibility:***

Faculty members (tenured, pre-tenured, or professional-track) and staff who have been employed within the COE for a minimum of two years.

### ***Possible Nominators:***

Chair, tenure-line or professional-track faculty, staff, graduate students, or self-nomination.

### ***Award Criteria:***

Evidence of commitment to excellence in the mentoring of graduate students, including their academic and professional development. Furthermore, evidence of the way mentorship impacts the COE.

### ***Required Supporting Evidence:***

Chair, maximum of three-



**3a., 3b., & 3c. COE Excellence in Scholarship Awards**  
**Tenured Faculty (3a)**  
**Pre-Tenure Faculty (3b)**  
**Professional-Track Faculty (3c)**

Three awards are given to nominees (in each of the following categories: tenured, pre-tenure, and professional-track) who have a national and international recognition for the importance of their exceptional scholarly achievements, specifically research and publications. Their scholarly accomplishments must include significant contributions made as a faculty member of the COE.

***Eligibility:***

All members of the faculty, which includes, but is not limited to, tenured, pre-tenured, and professional-track faculty.

***Possible Nominators:***

Chair, tenure-line or professional-track faculty, or self-nomination.

***Award Criteria:***

Evidence of scholarly accomplishments, including impact to COE and the specific research field.

***Tenure should include at least three (3) of the following***

***Pre-tenure should include at least two (2) of the following***

***Professional-track should include at least one (1) of the following***

1. Substantial record of publications as first author in prestigious refereed journals, books with prestigious publishers, and / or chapters in edited books;
2. Significant research grant funding;
3. Editorial and other professional scholarly activities;
4. Awards or recognition for scholarship;
5. Presentations at national and international conventions or meetings.

***Required Supporting Evidence:***

1. Letter of recommendation from the *Department Chair* or the *Program Coordinator*. If the *Department Chair* or *Program Coordinator* is the nominee, a letter from a tenured faculty member in the current department can be substituted.
2. A maximally three-scholarly achievements, specifically research and publication. Please include how scholarly activities positively impact the COE and the specific research field.
3. At least one solicited letter of recommendation from an internal (UMD) and /or external (non-UMD) evaluator, who cannot be a collaborator of the nominee. The letter(s) should  
  
publications.
4. suggested format as specified in the APT manual.

**4. COE Excellence in Outreach/Partnership Award**

This award is given to a nominee who has developed and is involved in intentional partnerships to improve the quality of education and access to education. This is demonstrated by an outstanding service over at least a three-year period to schools, community organizations, community colleges, teacher and parent organizations, and/or state education organizations.

***Eligibility:***

Faculty who develop





**6a. & 6b. COE Outstanding Staff Awards**

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## **7a. COE Outstanding Doctoral Student Award**

The award is given to a current doctoral student nominee whose academic excellence, scholarship, leadership, and, potentially teaching, stands out.

### ***Eligibility:***

A current graduate student pursuing a doctoral degree in the COE, with a cumulative GPA of 3.7 or higher. The student needs to have advanced to candidacy with a potential graduation date of the current academic year or later.

### ***Possible Nominators:***

Chair, advisor, tenure-line or professional-track faculty, or self-nomination.

### ***Award Criteria (should include at least two of the following):***

- 1.





