**College of Criminal Justice Faculty Teaching Award**

**Selection Criteria and Process**

This award recognizes outstanding teaching by a faculty member in the College of Criminal Justice (COCJ). This document establishes the guidelines and criteria for selection of the award recipient.

**1. Eligibility and the Number of Awards.** Only tenured, tenure track faculty members or professors of practice with an appointment in the COCJ who have taught a minimum of 4 sections of undergraduate and/or graduate courses during the previous calendar year are eligible for the award (excluding summer). One faculty member in COCJ may be selected for this award each year. The Awards Committee may also elect not to bestow the award in any given year, at the discretion of the selection committee. Individuals who have won the award previously are ineligible for the award during the five calendar years after they have received the award.1

**2. Nominations.** Letters of nominations will be accepted from tenured, tenure track faculty or professors of practice in COCJ, including administrators holding tenured, tenure track or professor of practice appointments in COCJ, or from COCJ staff members. Self-nominations will also be accepted. In the event that a member of the Awards Committee is nominated, that person shall recuse themself from the meeting during any discussions or deliberations concerning the nominees.

**3. Selection criteria.** The award winner will be selected by taking into account the following information: a) professional development related to teaching (e.g., ACUE, PACE, SHSU Online, Blackboard trainings, QEP, etc.), b) inclusive teaching practices, c) high impact teaching practices, and 4) quantitative and qualitative data from student IDEA reports across all undergraduate and graduate sections taught the previous calendar year (except summer),

**4. Time span.** The time period of consideration for demonstration of excellence in teaching encompasses the previous calendar year (FES time period) prior to the year in which the nomination is submitted.

**5. Elements of a nomination packet.** A nomination packet must contain 1) a letter of nomination; 2) an overview of professional development activities related to teaching, 3) a description of inclusive and/or high impact teaching practices used in the classroom in the previous calendar year, and 4) a summary of the quantitative and qualitative IDEA data from the previous calendar year. Nominations may also contain additional supporting evidence, including testimonials (e.g., students, administrators, staff, etc.) (2-3 pages maximum).

**6. Nomination deadline and selection committee.** The selection of an awardee is administered by the Awards and Beto Chair Selection Committee. Nominations are due by the posted deadline in the Spring semester in which the award is to be presented.

**7. The award.** The award will be a plaque and a cash award provided by the College of Criminal Justice at the annual Honors Convocation.

Revised and Approved 09/27/2022

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1. For example, if a faculty member won the award in 2022, they would not be eligible again until 2028.