**College of Criminal Justice David B. Houston Outstanding Lecturer Award**

**Selection Criteria and Process**

This award recognizes outstanding teaching by a lecturer 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 lecturers with an appointment in the COCJ and have taught a minimum of 2 sections of undergraduate and/or graduate courses during the previous calendar year are eligible for the award (excluding summer). One lecturer 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. Selection process.** Letters of nominations will be accepted from chairs, assistant chairs, and program coordinators/directors in COCJ. Self-nominations will also be accepted.

**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.

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

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1. For example, if a lecturer won the award in 2023, they would not be eligible again until 2029.