Regents' Teaching Award Scoresheet

Nominee: _____ **SCORE:**

Total Score Possible: 76

IRC Member Name: _____

4- Outstanding - The nominator's letter exemplifies superior or exceptional characteristics that contribute to the specific academic and leadership criterion as listed below.

3-Commendable - The nominator's letter illustrates extremely strong, but not exceptional, characteristics contributing to the standard. The reviewer may have a reservation, but there are redeeming features to compensate for, or outweigh the reservation.

2- Average/Within Expectation - The nominator's letter is satisfactory, the reviewer may have major reservations. Certain evaluation characteristics related to the criterion are not present.

1-Minimal/Below Expectations - The nominator's letter lacks certain requested materials. The evidence presented for both or either criterion is not satisfactory or is non-existent.

0-None Reported

	4 Outstanding	3 Commendable	2 Average/within expectations	1 Minimal/below expectations	0 None Reported
NOMINATION LETTER – Formal letter of nomination from an NSHE employee or student, that adheres to the following guidelines and clearly addresses and details the following:					
The letter must address how the candidate achieved a significant record of excellence, going above and beyond in teaching, that brought recognition to CSN.					
The letter must provide clear and specific evidence of the candidate's ability to communicate effectively with students, impart knowledge, and develop skills in a manner that fosters student engagement in the subject matter and encourages students to further their educational aspirations.					
The letter must illustrate the candidate's passion for assessing, revising, and updating instructional activities through varied approaches, methods, materials and technologies that move the state of instruction in their field to a new level or in new directions.					
The letter must provide clear evidence of the nominee's reoccurring effort to create innovative instructional/learning tasks (assignments, exercises, projects, and/or exams) that encourage active participation in the classroom and encourage critical thinking and reasoning skills.					

The letter must provide clear evidence of the candidate's eagerness to be accessible to all students and provide students with accurate advisement and appropriate referrals to other campus departments or to NSHE institutions.					
Nomination letter must include the author's full name, contact information, and relationship to nominee and be well written.					
Reviewer Comments:				**TOTAL OUT OF 24**	

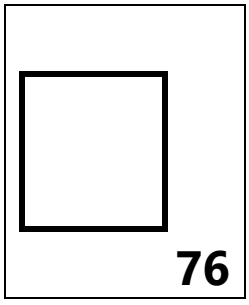
CURRICULUM VITAE (CV)					
Curriculum Vitae inclusive but not limited to the following: • Contact information • Teaching statement related to employee's teaching philosophy and objectives • Professional summary • Employment experience • Education, training, and certification • Awards and honors					
CV is organized, easy to read and understand and is visually aesthetic					
Reviewer Comments:				**TOTAL OUT OF 8**	

SUPPLEMENTARY MATERIALS					
(3) THREE SELF-EVALUATIONS AND/OR EVALUATIONS BY NOMINEE'S SUPERVISOR OR DEAN					
EVALUATION #1					
EVALUATION #2					
EVALUATION #3					
Reviewer Comments:				**TOTAL OUT OF 12**	

SUMMARY OF STUDENT TEACHING EVALUATIONS FOR (3) THREE CLASSES					
Summary should include course name, academic year and semester, number of students per course, number of evaluations, mean student grade in each course, mean score from evaluations, and overall teaching rating.					
Reviewer Comments:				**TOTAL OUT OF 4**	

(3) THREE EXAMPLES OF SIGNIFICANT WORKS THAT ARE REPRESENTATIVE OF THE NOMINEE'S TEACHING ACCOMPLISHMENTS					
No more than three examples of significant work that the candidate feels are representative of their teaching accomplishments. Each example should include a short summary of how it demonstrates the nominee's work to address challenges and/or provides outstanding educational experiences for the students. Examples can include but are not limited to course outlines/syllabi, course handouts, exercises, projects, distance education material, video/audio samples, and exams which were all developed or created by the nominee.					
EXAMPLE #1					
EXAMPLE #2					
EXAMPLE #3					
Reviewer Comments:				**TOTAL OUT OF 12**	

(3) THREE LETTERS OF SUPPORT					
No more than three letters of support from individuals knowledgeable of the nominee's excellence in teaching and their impact on student learning. Letters of support must be formal, on letterhead when possible, and include the author's name, contact information, and their relationship to the nominee.					
LETTER #1					
LETTER #2					
LETTER #3					
Reviewer Comments:				**TOTAL OUT OF 12**	

(5) FIVE REFERENCES					
Contact information of (5) five individuals the selection committee may contact about the nominee's effectiveness, achievements, and abilities as a teacher. Cannot be a family member of the nominee.					
Score section as follows: (5) five references of quality = 4 (4) four references of quality = 3 (3) three references of quality = 2 (1-2) references of quality = 1 Zero references = 0					
Reviewer Comments:				**TOTAL OUT OF 4**	

TOTAL SCORE: