



MEMORANDUM

To: Donna E. Shalala, President

From: Mary Coombs *MC*
Chair, Faculty Senate

Date: February 2, 2006

Subject: Faculty Senate Legislation #2005-07(D) -- Amendment to the charge of the Outstanding Teaching Award Committee (section C19.3 of the Faculty Manual)

The Faculty Senate, at its January 25, 2006 meeting, voted unanimously to approve an amendment to the charge of the Faculty Senate's Outstanding Teaching Award Committee (section C19.3 of the Faculty Manual). Most of the changes are editorial and others were made to parallel the other Senate award committee charges.

The changes to the Faculty Manual are shown as underlined additions and ~~striketrough~~ deletions in the enclosed document. For your reference, also enclosed is a clean version of the document that incorporates all of the changes.

This legislation is now forwarded to you for your information.

MC/kl

cc: Thomas LeBlanc, Executive Vice President and Provost

(a clean version incorporating all of the suggested changes is included as well)

Faculty Manual Section C19.3 Outstanding Teaching Award Committee:

The Faculty Senate established this annual award to recognize a distinguished record of teaching by individual faculty members at the University of Miami. The award is given to acknowledge either small setting teaching (e.g., clinical, field classes, or workshops) or large setting teaching (e.g., regular lectures).

Members of the full-time faculty will be invited each fall to nominate any ~~full-time~~ member of the full-time faculty for this award. - Other members of the University Community may recommend a candidate for this award through a member of the full-time faculty. ~~The Faculty Senate shall select the awardee(s) by vote from individuals recommended by the Committee. A Committee of five to ten senior faculty members shall be established to report to the Senate and make recommendations*. The initial members of this committee shall be appointed by the Chair of the Faculty Senate consisting of the last five awardees, together with terms ranging from one to five years. In addition, the Chair of the Faculty Senate and the Provost shall be and Faculty Senate Chair serving as ex-officio non-voting members of, will review the nominations. The Committee. Each year will report and make a recommendation* to the recipient(s) of the previous year's award shall fill the vacancy on the Committee and serve Senate for five yearsselection.~~

For each nomination received, the Committee will require a) a brief letter of nomination from the nominator; b) a brief statement from the nominator regarding ~~candidates~~ the candidate's qualifications for the award, including any teaching awards the candidate may have received; c) a current academic curriculum vitae in standard professional format; d) information regarding student evaluations and comments and any peer reviews of the candidate's teaching, if available; ~~and~~ e) a portfolio of teaching materials, if available; and f) letters from colleagues and alumni relating to the candidate's teaching. The selection process may ~~also~~ include observations of teaching by members of the Committee. The awardee should have a substantial record of teaching at the University of Miami and will ordinarily be a member of the Regular Faculty. Finalists may be asked for a statement regarding their teaching philosophy. ~~If the Committee receives nominations of equal merit for both small setting teaching (clinical, field classes, workshops, etc) and large setting teaching (regular lectures and classrooms), then the Committee may recommend individuals for an award based on achievements in one or the other setting for each type of teaching and the Senate may select one recipient for each type. Nominators may work with members of the University Community, including the nominee, to assemble materials such as student evaluations and letters from other members of the University Community including alumni.~~

~~The selection process shall begin during the fall and may take the remainder of the academic year, with recommendations being made to the Senate no later than the April meeting of the spring semester.~~

The Senate will host a special ~~meeting in January~~⁺ ~~or, if other calendaring issues make a January date undesirable, in February,~~ ceremony for all members of the faculty at which the award will be presented. The ~~meeting~~ceremony will be followed by a reception.

Visit <https://www.miami.edu/faculty-senate/Awards/OTAlist.pdf> to view a list of the past awardees.

*The names of the nominees should not be revealed ~~and~~, but the following information should be included in the report to the General Welfare Committee and the Senate: ~~The~~ the number of new nominations received; ~~The~~ the number of nominations from previous years that were reconsidered; ~~The~~ the affiliation (Department, School, ~~Discipline~~ discipline, as appropriate) of the nominees to whom serious consideration was given ~~and~~; ~~The~~ the name of the recommended recipient; and a short ~~description~~ summary of the individual's credentials.

⁺ 2003-24(D)

(clean version incorporating all of the suggested changes)

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