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Faculty Awards

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The following defines the process used at Cal State San Marcos to recognize one of our faculty each year as the Harry E. Brakebill Outstanding Professor and to determine the Cal State San Marcos nominees for the CSU-wide Wang Family Excellence Awards.

Timetable

Spring:

Call for candidates for the Faculty Awards Selection Committee. Committee selection shall be part of the Academic Senate election process.

First week April:

Distribution of information on the Brakebill Awards, the timeline, and the nomination process by the Academic Senate office.

Last week April Last day to nominate for the Brakebill Award. Nominations due in Academic Senate Office.

First week May:

Selection Committee shall have met and elected its chair. Name of the chair shall be forwarded to the Academic Senate Office.

Second week May:

Acceptance letters due in Academic Senate Office from Brakebill nominees.

Summer:

Preparation of Brakebill dossiers.

First week September:

Dossiers due in Academic Senate office. Selection Committee starts its review process.

Last week September:

Recommendation for the Brakebill recipient due to the president.

First week October:

President informs campus community of Brakebill recipient.

October:

Distribution of information on the Wang Award, the timeline, and the nomination process by the Academic Senate office.

Last week November Last day to nominate for Wang. Nominations due in Academic Senate Office.

First week December:

Acceptance letters due in Academic Senate Office from Wang nominees.

December:

Preparation of Wang dossiers.

First week Spring Semester:

Dossiers due in Academic Senate office. Selection Committee starts its review process.

First week February:

Recommendations for the Wang nominees due to the president.

Second week February:

President informs campus community of Wang nominees.

Third week February:

Wang dossiers submitted to Chancellor's Office. (or date announced by Chancellor's Office)

I. Faculty Awards Selection Committee

The Faculty Awards Committee shall recommend a Brakebill recipient and four Wang nominees to the president. The Academic Senate shall conduct elections for this committee during its Spring election. The committee shall consist of one faculty representative from each College/Library, one part-time faculty representative, one at-large member from former recipients of the Brakebill Award, one student (recommended by ASI), and an administrator recommended by the provost. Members of the committee may not nominate candidates for the award.

II. Brakebill Outstanding Professor Award

Although we recognize that there are many outstanding faculty members at Cal State San Marcos, each year we would like to honor one of our faculty to highlight exceptional accomplishments. This Award is given to faculty on the basis of outstanding contributions to their students, to their academic disciplines, and to their campus communities. The nominees are expected to have records of superlative teaching. Quality contributions in the areas of research, creative scholarship, and service to the campus and the community are also taken into consideration, but they shall not be a substitute for the basic requirement of excellence in teaching. The evaluation of a nominee's file shall focus on the transmission of the university values to students through evidence of excellent teaching practices and the impact of his/her teaching in positioning the University as a learner-centered institution.

A. Who can be nominated?

All Unit 3 members are eligible to be nominated for the Brakebill Award by colleagues, students, former students, alumni, and/or staff. Nominees shall acknowledge their willingness to participate by sending an acceptance letter to the Academic Senate Office. Though former recipients of the award may accept nominations for the Wang Award, they are excluded from accepting a nomination for the Brakebill Award. Members of the Selection Committee may not accept nominations for either award.

B. How are faculty nominated?

The individual nominating a professor must formally submit a letter that substantiates the nomination to the Senate Office. This letter shall indicate how the nominator knows the nominee, a statement of his/her qualifications as an outstanding professor, and, if a student, courses he/she has taken from the nominee. The same individual(s) shall assist the nominee in obtaining the necessary letters of support. It is recognized that most faculty have excellent records at Cal State San Marcos. However, the record of outstanding performance is often not well documented by the faculty members themselves. It is awkward for a faculty member to solicit such documentation on his/her own behalf. It is important that others in the campus community assist nominees in the development of a dossier that accurately represents the individual's performance and impact in teaching as well as the other areas of consideration. Individuals who are invited to submit letters of support should be aware that the dossier is open to the nominee who prepares it.

C. What are the criteria on which nominees will be judged?

The evaluation of a nominee's file shall focus on the evidence of excellent teaching practices and the impact of his/her teaching in positioning the University as a learner-centered institution. The committee shall make its recommendation based solely on the materials submitted. The file shall contain written statements from students (current and former), from faculty, and/or from members of the community which evidence excellence in teaching. A nominee's contributions to his/her academic discipline and the campus community shall be evaluated to ascertain their quality and the contribution of these activities to the nominee's teaching.

The file shall be collected in a small binder and organized according to the following:

1. Nomination letter 2. Complete curriculum vitae 3. Written statements of support (each should identify the writer and describe the type of evidence used as a basis for judgment):

a. Up to 5 statements from colleagues, administrators, and/or community members b. Up to 10 statements from present and former students

4. Five pages (single-spaced, single-sided) of narrative of teaching philosophy, research activity and achievements as member of the campus and broader communities. 5. Evidence of achievements as a teacher: One to four course packets that include syllabus, lesson plans, student evaluations with comment sheets, 1-2 other items of the nominee's choice. 6. Evidence of achievements as a member of the profession (e.g., publications, funded grant proposals, research awards): One to three items. 7. Evidence of achievements as a member of the campus and the broader communities (e.g., service awards, products of services provided): One to three items.

D. How is the Award announced?

The Academic Senate Chair shall prepare a letter of recognition to all nominees congratulating them on their nominations. Nominees who accept nominations and submit their files for review shall be publicly recognized on campus through Academic Senate minutes. The president or his/her designee shall notify the selected Brakebill recipient and shall then announce his/her name to the campus community.

E. How is the Brakebill award recipient honored? The University shall provide funds to allow a substantial award and meaningful recognition in honor of the Brakebill award recipient.

III. CSU Wang Family Excellence Award

The CSU Wang Family Award has been instituted to recognize faculty from across the CSU system who have distinguished themselves by making exemplary contributions in their academic disciplines and by having a discernable impact on their students. Four faculty members will be honored by the CSU each year, with each honoree receiving a substantial cash award. A nominee is a faculty member who is making multi-faceted contributions to the learning community through such activities as publishing, including students in his/her research, by being involved in community service, or by recruiting students. Successful nominees are those who go well beyond what is expected for their job responsibilities and performance.

A. Who can be nominated?

All Cal State San Marcos probationary and tenured faculty members who have participated successfully in a

campus peer-review process within the last two years are eligible for nomination for the Wang Award. Each year, Cal State San Marcos may nominate one faculty member from each of the following divisions:

Visual and Performing Arts and Letters Natural Sciences, Mathematical and Computer Sciences, and Engineering; Social and Behavioral Sciences and Public Services; and Education, Professional, and Applied Sciences Fields.

The disciplines subsumed under each of the categories are included in the Appendix to this policy.

B. How can faculty be nominated?

Nominations for the Wang Award may be made by faculty, academic administrators, alumni, and/or students, and may be done by email or hard copy to the Senate Office. This letter shall indicate how the nominator knows the nominee, a statement of his/her qualifications as an outstanding professor, and, if a student, courses he/she has taken from the nominee.

C. What are the criteria on which nominees will be judged?

Wang Award recipients shall be faculty who have distinguished themselves by exemplary contributions and achievements in their academic disciplines and areas of assignment. The achievements must advance the mission of the University, bring benefit and credit to the CSU, and contribute to the enhancement of the CSU's excellence in teaching, learning, research, scholarly pursuits, student support, and community contributions.

Dossiers for the Wang Award are limited to a curriculum vitae and a five page (single-spaced, single-sided) narrative.

The president shall provide to the Chancellor's Office a separate cover letter for each Wang nominee; this letter may be up to two pages in length. Appendix: Wang Award Divisions

Visual and Performing Arts and Letters Art, Music, Theatre Arts, Dance Foreign Languages English, Comparative Literature Classics Humanities Linguistics, Speech Communication Philosophy

Natural Sciences, Mathematical and Computer Sciences and Engineering Biology, Biochemistry, Ecology, Microbiology, Genetics, Toxicology Chemistry, Physics, Astronomy, Geology, Earth Science, Meteorology, Oceanography Mathematics, Statistics Computer Science, Information Systems All forms of Engineering Environment Science

Social and Behavior Sciences and Public Service Psychology, Human Development Public Administration, Recreation Administration Social Work, Gerontology Deaf Studies Criminal Justice/Criminology Fire Protection Administration Anthropology, Archeology Economics History Geography Political Science, International Relations Sociology Ethnic Studies (including Asian American Studies, African American Studies, Native American Studies, Mexican-American/Chicano/Latino Studies) Urban Studies Labor Studies Cultural Resources Management Area Studies (including American Studies, Asian Studies, European Studies, etc.), Women Studies

Education and Professional and Applied Sciences Professional Preparation of Teachers, Curriculum and Instruction, Educational Leadership/Administration, Special Ed. Speech Pathology and

Audiology/Communicative Disorders Library and Information Science Counseling Kinesiology/Physical Education Industrial Arts, Industrial Technology Agriculture, Agronomy, Soil Science, Animal Science, Horticulture Dietetics/Nutritional Science, Forestry, Natural Resources Management, Architecture, Environmental Design, Interior Design, Landscape Architecture, Urban/Rural/Regional, Planning, Business (incl. Accounting, Marketing, Management, Finance, Hospitality Management, Human Resources Management, etc.) Public Relations, Journalism, Mass Communications, Radio-TV-Film, Advertising Health Science, Nursing, Health Care Management, Occupational Therapy, Physical Therapy, Public Health, Genetic Counseling, Biomedical Clinical Science, Radiological Health Physics Family and Consumer Sciences, Child Development, Apparel Merchandising and Management Marine Transportation