



COX COLLEGE Elaine Crabtree Award

CoxHealth

PURPOSE OF THE AWARD

The purpose of this annual award is to encourage excellence in the art and science of teaching. The award will be announced at the spring graduation ceremony. The award acknowledges those individuals that practice the scholarship of teaching and learning and who demonstrate excellence in the teaching competencies established by Cox College. Nominees for the award should have an established reputation among faculty, students and the community for meeting these established competencies by engaging in best practices and teaching strategies that make a significant contribution to the collaborative learning environment of Cox College. The teaching competencies established by the College are listed below. Best practices and examples of teaching strategies can be found in the Faculty Handbook and are also included in the nominating packet for faculty members available in the Administrative Offices and at www.coxcollege.edu. The award will be in the form of the opportunity to attend one academic conference in the awardees area of expertise, with conference fee and expenses paid (fee not to exceed \$2000.00).

TEACHING COMPETENCIES

- Facilitate collaborative learning
- Facilitate learner development and socialization
- Create and maintain an effective learning environment
- Assess and evaluate learning
- Develop faculty role
- Participate in curriculum design and evaluation
- Demonstrate leadership appropriate to responsibilities

PROCEDURE FOR NOMINATION AND GUIDELINES

Nomination packets will be available in the front office of Cox College for pickup and at www.coxcollege.edu for download on January 20 of each year by individuals desiring to nominate a professor.

The packet will provide for submission of the following:

- Letter of nomination from either the Deans of either Nursing or Department of Health Sciences detailing the major strengths of the candidate and a summary of three of the most recent semesters the faculty member has taught. Summary should include student ratings for all courses the individual has taught within the past three semesters, including numeric with a brief statement of context of the ratings such as class size and level, required or elective course, etc.
- Letter of support from nominator.
- Letter of support from fellow faculty member.
- Letter of support from other individuals; examples of other individuals include administrators, colleagues, alumni, community members or other individuals.
- Current curriculum vitae of the nominee.

- Responsibility for returning packet, with all above listed components, will rest with the nominator.
- The nomination packet, with all above listed components, must be returned to the office of the Vice President of Academic Affairs on or before March 1 of each year.
- The Vice President of Academic Affairs is responsible for delivering the applications to the selection team.
- Final decision by the selection committee and formal announcement of the award recipient will be made on or before **March 1st** of each year.

ELIGIBILITY

- Nominee must possess at least two years of teaching experience at Cox College.
- Full or part-time faculty; (adjunct faculty are not eligible).
- An individual may not receive an award in two successive years.

SELECTION TEAM

- Annually in August, all members of the Faculty Senate will complete a willingness to serve form. Said form indicates members' willingness to serve in a variety of positions, including positions of leadership, committee membership, and the opportunity to serve on the selection team for the Crabtree award.
- Drawing from this pool of volunteers, the Senate Faculty Chair will appoint one faculty member from the Nursing department and one faculty member from the Health Science department to be acting members of the selection team; an alternate from each department will be chosen at this time as well should designated members prove unable to serve for any reason.
- The selection team will be comprised of one nursing faculty member, one health science faculty member and the chair-elect of Faculty Senate.
- No selection team member may serve on the selection committee should said member be nominated for the award; said team member will vacate their position on the selection team. An alternate will be assigned per the chair-elect to fill the vacated position.

PRESENTATION OF THE AWARD

- One faculty member from Cox College shall be recognized as the outstanding teacher from that college for the current academic year. The recognition shall be in the form of an all expense paid academic conference of the awardees choice and public commendation at the graduation ceremony held during the spring semester of the academic year.
- The procedure for the award ceremony during the graduation ceremony will include:
 - Explanation of the award, including a brief history and explanation of the criteria for selection by the Vice President for Academic Affairs.
 - Introduction of the recipient of the Elaine Crabtree award by the Vice President for Academic Affairs.
 - Presentation of Award by Elaine Crabtree or Mrs. Crabtree's designee.