

## **Shirley Trembley Distinguished Faculty Award Nomination Guidelines and Criteria**

### **Introduction**

The Shirley Trembley Distinguished Teaching Award will be given to a faculty member who best exemplifies outstanding teaching and service to discipline. Selection will be by faculty and administrators.

### **Nomination Timeline**

The Nominations Timeline is developed each Spring and approved by the Academic Senate. You can find the timeline posted on the Academic Senate website located under the *Awards* tab: <https://committees.kccd.edu/bc/committee/senate>

### **Nomination Guidelines**

The information in the nomination materials should be succinct and accurate, identifying and characterizing those sometimes elusive factors of excellence that contribute to effective instruction and to one's discipline. Those preparing nominations should note that this award is for outstanding teaching and service to discipline.

A nomination packet should include the nominator's letter of nomination addressing the criteria below **AND** at least one of the following supporting documents. (Competitive nomination packets include multiple documents of support).

- Letters of support from colleagues, specifically addressing the criteria below
- Letters of support from students
- Curriculum vitae

When preparing nominating materials, show specific evidence related to the following activities and characteristics:

- A.** Teaching effectiveness. The most important single factor, evidence of effectiveness, can take many forms, including student achievements and their relationship to the candidate's work.
- B.** Successful innovations in teaching.
- C.** Expertise in discipline. Demonstrate the manner in which the candidate goes beyond academic preparation. Evidence of this might include statements by colleagues, development of curriculum or publication of textbooks. In general, evidence that the candidate has been able to effectively relate subject matter to instruction is important here.
- D.** Accessibility to students.
- E.** Service to discipline. Examples given might be curriculum development and implementation, service to department, community involvement, writing (e.g., materials for student class use, books, articles related to teaching), professional association leadership, etc.
- F.** Outstanding accomplishments in or for the community, state, or nation that have brought recognition or support for the college and have furthered instructional effectiveness.

Nominations are valid for two years. In the second year and during the nomination process, nomination **forms** of non-winners are returned to the **nominators** with a memo suggesting that they update the nomination.

In the third year, non-winning nomination **materials** are returned to nominators with a memo suggesting that they re-nominate and update their candidate.

Nomination packets for **winners** are kept in the *Trembley Archive* file for future reference.

### **Criteria**

Candidate must be a member of the Bakersfield College full-time faculty for at least ten years.

### **Award Recognition**

The committee will determine the winner by May 1<sup>st</sup>. Results will be announced at the Closing Day Ceremony at the end of the Spring Semester. The winner will be honored at the annual Opening Day Ceremony at the start of Fall Semester where he/she will receive the cash award of \$1,500.00 and a medallion. Family, associates from the community and elsewhere, Board members, and other appropriate people can be in attendance. A perpetual plaque with the name of each year's recipient inscribed on a separate plate is hung in a place of honor on the Bakersfield College campus.

### **Committee Duties**

The duties of the committee shall include the establishment and/or annual review of the award criteria, design of the application for the award, solicitation of nominees, selection of the recipient, and the presentation process.

### **Shirley Trembley Committee Members**

Bill Kelly

Donna Starr

Janet Fulks

Maritza Salgueiro-Carlisle

Rebecca Head, **Chair**

Randy Beeman

Wayne Cooper

The chair of this committee does not rotate.