2023 Provost’s Excellence Awards for PTK Faculty

Selection Committee Procedures

REVIEW CRITERIA:
The award description is “The Provost's Excellence Awards for Professional Track Faculty honor those members of the PTK faculty who have made consistently excellent contributions in one of three core areas of academic activity: 1) Teaching, 2) Research, and/or 3) Service.”

Candidates are evaluated across three dimensions, described below, which vary according to the academic area for which they have been nominated.

Excellence in Teaching
1. **Interaction with Students**: classroom teaching, mentoring, advising
2. **Pedagogy**: program or curriculum development, enhancing course material and/or delivery methods, collaborating with other faculty to broaden scope of impact, mentoring other faculty
3. **Contribution beyond instructional duties**: scholarship that enhances teaching, service to campus or the discipline

Excellence in Research
1. **Objective measures of scholarly output**: publications or performance venues, grants/contracts, awards/honors, national academy memberships
2. **Scope and impact of scholarly contributions**: regional/national/international reputation, reach in discipline
3. **Contributions beyond scholarly output**: teaching and/or mentoring students or other faculty, service to campus or the discipline

Excellence in Service
1. **Supporting either unit level teaching or research missions, or supporting broader institutional or discipline initiatives**: e.g., research development, pedagogy transformation, diversity and inclusion initiatives
2. **Improving the processes, procedures and success of the unit in achieving its mission**
3. **Contributions beyond service**: e.g., productive research activities; effective, dedicated teacher and/or mentor

REVIEW PROCESS:
While the committee has the freedom to express the desire to proceed in a different manner, a suggested process is:

1. Each committee member will review the nomination packet for each nominee. The nominees and materials are available on a secure website at https://faculty.umd.edu/apa. After logging in, choose “Review Nominations” from the Nominations menu. The list that appears is in alphabetical order, but may also be sorted by Award Category (just click the column heading), so that nominees for a particular category appear together.
2. You may click the button labeled “Nomination Packet” from this list, or click the button labeled “Enter your vote” and download the nomination packet from there. Based on the materials in the nomination packet, please rate each nominee across the three dimensions listed on the form. You may also leave comments regarding the case in the comments box. These will be visible to the other members of the review committee, and you will see the comments that have been left by others.

3. You are asked to submit your ratings by May 15, 2023, so nominees may be sorted and grouped prior to the decision-making meeting. At the decision-making meeting, the committee will determine the nominations to be forwarded to the Provost.

4. Assigned reviewers of cases will prepare a summary of the nomination to initiate discussion during the decision-making meeting. If the nominee is selected, the assigned reviewer will be asked to prepare a short blurb summarizing the recommended awardee’s worthiness of the award.

Note: In general, the committee may recommend two awards per category (with a maximum of three), but there is no requirement to bestow an award in every category if the committee members do not reach consensus about whether the merits of the cases before them warrant recognition.