

2015 Graduate Education Week Student Awards
Graduate Teaching Assistant Excellence Nomination
(one nomination per category per department)

AWARD CATEGORY:

- ☐ **GTA Instructor of Record:** Primary instructor of course or course section. GTA typically has more control of the content and delivery of the material and assigns grades for students. Student SPOT evaluations are completed regarding the nominee.
- ☐ **GTA – Assistant Award:** Provides support to faculty instructor. Duties may include: grading, occasional lecturing, student office hours and similar tasks. College, department, or course-specific evaluations may be collected in place of SPOT evaluations.

Student's name: _____

(If student has graduated, please include current contact information: position, email, phone)

Student's VT email & last 4 digits of student ID number: _____ XXXXX-_____

Student's department: _____ Dept. Mail Code _____

Advisor _____ email: _____

(If student has co-advisor please include name, department, email and advisor's mail code if not in same department).

Semester(s) in which teaching occurred: _____

Department head: _____ email: _____

(Please print name)

Signature of department head or designee _____

(Signature is required to confirm student as department's nominee)

AWARD CRITERIA

- Teaching or instructional support must have been done at Virginia Tech by GTA for at least a full semester in Spring, Summer or Fall 2014 (*P14 or wage appointments are not eligible*)
- Excellent teaching or instructional support, evidenced by
 - Thorough knowledge of the subject matter
 - Effective communication skills
 - Enthusiasm for the subject
 - Ability to motivate students to learn
 - Effective organizational skills
 - Learner-centered pedagogy
- Demonstrated evidence of participation in teaching-effectiveness seminars, classes or FDI programs
- Demonstration of innovation
- One nomination in each category per department

NOMINATION REQUIREMENTS/CHECKLIST

(Nomination packet not to exceed 15 pages)

- ☐ Completed nomination form
- ☐ Two recommendations addressing criteria of excellent teaching
 - One from a supervising faculty member
 - One from faculty or staff member, or graduate student who has observed nominee's teaching skills
- ☐ Student evaluations (summaries only: 4-page maximum) or alternative measure of outstanding performance
- ☐ Statement of personal teaching philosophy from nominee (should include summary of primary teaching accomplishments - maximum 2 pages)
- ☐ Evidence that nominee has had sufficient teaching duties to demonstrate criteria of good teaching
- ☐ 2-page curriculum vitae from the nominee highlighting information relevant to teaching excellence

Winner in each category will be selected by a Graduate School committee and presented an honorarium of \$1000 and a plaque from the Alumni Association at the
Graduate Education Week Awards Banquet on March 26, 2015

An announcement will be sent to VT News. Send nomination documents as a combined PDF file to grads@vt.edu by 5PM, February 6, 2015. For more information call 540-231-4558 or send email to grads@vt.edu.