**SCSU’s Outstanding Educators and Board of Trustee Educator of the Year Awards**

**2023-2024**

**Description:** Outstanding Educators are faculty identified at a college or university who are exemplary educators, identified through a local committee process, and who are nominated by the college or university president for selection as an Educator of the Year. Educators of the Year are faculty chosen from the pool of Outstanding Educators to be honored by the Board of Trustees as representative of teaching excellence across the system.

**Criteria:** At the time of their designation, Outstanding Educators must have at least three (3) years of full-time equivalent teaching service in their home institution prior to the year of their selection as a Board of Trustees Outstanding Educator.

**Instructions for Application Portfolio:**

1. Faculty, staff and students are encouraged to nominate faculty who they believe are outstanding educators and who meet the Board of Trustee Outstanding Educator criteria. CETL will contact nominees. To ensure nominees have time to complete their applications, nominations should be submitted by Monday, August 28, 2023 via this link:

[https://stcloudstate.co1.qualtrics.com/jfe/form/SV\_2ahIBjCbbGDnWHY](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fstcloudstate.co1.qualtrics.com%2Fjfe%2Fform%2FSV_2ahIBjCbbGDnWHY&data=05%7C01%7Cdkjapp%40stcloudstate.edu%7C6f90fd3406fd466895c708db47482382%7C5011c7c60ab446ab9ef4fae74a921a7f%7C0%7C0%7C638182147373146562%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=gm%2BjgwWa8U9S7%2B2OiFBfX2WAoPqOl9Y01wy7EcGVloo%3D&reserved=0)

1. Applicants should read the 2023-2024 Guidelines and Forms Document, specifically pages 7-9, and review the Rubric that will be used to evaluate the portfolio. Guidelines and rubric are available (under 2024 BOT Award Resources) at: <https://mnscu.sharepoint.com/sites/asa/SitePages/topic.aspx?topicID=44&state=about> You may be asked to log in using your star ID and password.
2. Completed applications should include the following components:
   1. Responses to the criteria outlined in the Guidelines (see Guidelines, pages 7-9, and Rubric for content prompts; note the character limit includes spaces):

I. Overview/impact statement—Summarize what you believe makes you an Outstanding Educator (400-character limit)

II. Innovative Teaching Strategies and Materials (4000-character limit)

III. Standards for Assessment of Student Learning and Performance (4000-character limit)

IV. Culturally Responsive Teaching and Pedagogy (4000-character limit)

V. Service to Students, Profession, Institution, System to Advance Teaching Excellence (4000-character limit)

VI. Content Expertise and Professional Growth (4000-character limit)

* 1. Teaching Philosophy (PDF – 2-page limit with 1” margins; 12 pt Times New Roman font; single spaced)
  2. Current CV or Resume (PDF—5-page limit; 1” margins; 12 pt Times New Roman font)
  3. Photo/Headshot Note: We are not requesting a Photo with the initial application. If you are selected as one of SCSU’s nominees for the BOT Educator of the Year Award, you will have to include a photo.

1. Responses to criteria I-VI, listed in #3A, should be clearly labeled.
2. Applicants should provide documentation to support the statements made under criterion II-VI (#3A above) in an Appendix. This documentation should be clearly labeled, and it should be evident which criterion (and claims) the documents support. Examples of documentation may include (but not limited to): syllabi, assessment data, class activities/assignments, letters of support from colleagues, students, supervisor, copies of publications, etc. Assessment data (e.g., course evaluations) should be presented in summary form. DO NOT submit individual student evaluations. You should provide the committee with a list of your documentation for each criterion. The committee is hesitant to limit the number or amount of documentation/support but realize that it should be specific and relevant to the claims you are making under each of the criterion.
3. Completed Applications with supporting materials must be submitted electronically to [CETL@stcloudstate.edu](mailto:CETL@stcloudstate.edu) no later than Wednesday, September 13, 2023.