GRADUATE TEACHING ASSISTANT OF THE YEAR AWARD

I am pleased to invite nominations for UVM's annual **Graduate Teaching Assistant of the Year Award**.

Graduate Teaching Assistants (GTAs) contribute significantly to UVM's teaching mission and merit recognition for their dedication and important contributions they make to the instruction of undergraduate students at UVM. The GTA of the Year Award annually recognizes the accomplishments of GTAs who have demonstrated unusual excellence and creativity in their teaching and commitment to student learning.

Two awards are given each year, one for GTAs who have served as the primary instructor in a lecture based course, one for teaching assistants who have served as laboratory instructors. While only two GTAs are chosen to receive the Graduate Teaching Assistant of the Year Award, the department and program nominees for the award are also recognized and honored.

Eligibility: Any graduate student with a minimum grade point average of 3.00 who has served as a Graduate Teaching Assistant for at least one full semester during the previous calendar year (Spring semester 2015 and/or Fall semester 2015) is eligible to be nominated by his or her department for the GTA of the Year Award. Each department may nominate one GTA for each category of the Award.

Nomination Procedure: Departments and programs may determine their own internal procedures for selecting nominees. We encourage departments to solicit information from both faculty and graduate students in choosing their nominees. In submitting nominations to the Graduate College Office, the following must be included:

- Completed Nomination Form
- Letter of nomination from Department Chairperson or Graduate Program Director, if not a departmentally based program.
- Letter of support from either two faculty members or one faculty member and a GTA who have direct knowledge of the nominee's teaching. It is important that the letters and evaluations not be mere testimonials, and that they address, with specific examples, the nominee's teaching creativity, dedication, and excellence.
- An evaluation of the nominee's teaching by the nominee's students. All teaching evaluations should be included, not a synopsis.
- A brief Curriculum Vitae of the nominee.
- Any additional information deemed appropriate by the department.

A luncheon to honor the awardees is held annually following selection of the winner. Each nominee will receive a commemorative citation. We strongly encourage your participation in this award program.

GRADUATE-TEACHING-ASSISTANT-OF-THE-YEAR AWARD NOMINATION FORM

Nominations are due in the Graduate College Office, 330 Waterman Building, no later than March 4, 2016 by 4:00 pm.

DATE _____

DEPARTMENT OR PROGRAM _____

NAME OF NOMINEE_____

DEGREE PROGRAM_____

YEAR OF STUDY: 1___ 2___ 3___ 4___ 5___ 5+___   Number of Semesters Taught: ____

AWARD CATEGORY

_____ Primary Instructor for lecture course _____ Laboratory instructor (or equivalent)

TITLES OF COURSE(S) IN WHICH STUDENT SERVED AS GTA IN THE PREVIOUS CALENDAR YEAR (Spring and/or Fall of 2015):

SIGNATURES:

Department Chairperson or
Program Director if not departmentally based: _____

Supporting Faculty:_____

Supporting Faculty/GTA:_____

CHECKLIST
The entire nomination includes:
- **the completed cover sheet**
- **a letter of nomination from Department Chairperson or Program Director if not departmentally based**
- **two letters of support from faculty or one from faculty and one from another GTA**
- **documentation of teaching excellence from the nominee's students – include all evaluations**
- **an abbreviated nominee's C.V.**
- **any other information deemed appropriate by the nominating department/program**