

**JAMES MADISON UNIVERSITY**  
**College of Visual and Performing Arts**

**The Distinguished Teacher Award**  
**The Madison Scholar Award**  
**The Distinguished Service Award**  
**2019-2020**

The College of Visual and Performing Arts is proud of the accomplishments and commitment of its faculty. In recognition of superlative achievement in the areas of teaching, scholarship, and service the College names a Distinguished Teacher, a Madison Scholar and a Distinguished Service award recipient. The Distinguished Teacher in the College is recognized for exemplary commitment to teaching. The Madison Scholar is recognized for a record of outstanding scholarship/research/creative work and its dissemination through publication, exhibition, performance or other means. The Distinguished Service Award recognizes a record of outstanding achievement in the area of service.

### **Candidate Requirements**

To be eligible for these awards one must meet the following criteria:

- currently teach undergraduates and/or graduate students,
- currently have full-time (non-retired or non-emeritus) status,
- consistently receive satisfactory ratings in all three areas of annual review: teaching, scholarly activity and service, and
- have completed at least five years of service at JMU at the rank of assistant professor or above.
- Distinguished Teacher candidates may have never received the College Distinguished Teacher Award or the Carl Harter Distinguished Teacher Award. Previous Madison Scholars are not eligible for the Madison Scholar award, and previous Distinguished Service award winners are not eligible for the Distinguished Service Award.

### **The Process**

- The faculty of each school should determine a method for selecting the best nominee for each award.
- Final choices will be made by the College Faculty Leaves, Awards and Grants Committee. All awards will be based on merit, but seniority will be a factor in considering nominees of equal merit.

### ***Distinguished Teaching Award***

#### **Nomination Materials and Instructions**

- The school director or PAC will write a letter of nomination to the College Faculty Leaves, Awards and Grants Committee describing the accomplishments and qualifications of the nominee. The nominating letter should address specific contributions the candidate has made to the school, college and/or university.
- The school director will invite letters of recommendation from two current and/or former students. Selection of the students should be done in consultation with the nominee. The two letters should be addressed to the Faculty Leaves, Awards and Grants Committee. The school director should forward the two letters with the other nomination materials.
- The nominee will provide a vitae.
- The deadline for electronic letters and vitae is Friday, September 27<sup>th</sup> to the school director or director's designee. Each school may nominate one person for this award.

### **Review**

- The FLAG Committee will review the nominations.
- Distinguished Teacher Award nominees will be observed in their classroom by all members of the FLAG Committee whenever possible. Nominees will be asked to submit a current syllabus for classes that are selected for observation.

- The FLAG Committee will interview the nominees about their teaching philosophy and record of accomplishments. Nominees will be limited to a portion of the time to present and a portion of the time will be designated for questions and answers.

## **Award**

The faculty member selected as the Distinguished Teacher will be notified by the Dean at the end of the 2019 fall semester. Formal recognition will occur in the spring at a university-wide faculty recognition event. The recipient will receive a \$1,500 honorarium.

## ***Madison Scholar Award***

### **Nomination Materials and Instructions**

- The school director or PAC will write a letter of nomination to the College Faculty Leaves, Awards and Grants Committee describing the accomplishments and qualifications of the nominee. The nominating letter should address the significance of the nominee's scholarship/creative work within the discipline.
- The school director will invite a letter of recommendation from one reviewer outside of JMU. The selection of a reviewer should be done in consultation with the nominee. The letter should address the quality of the scholarship/creative work as well as the nominee's reputation in the discipline.
- The nominee will provide a vitae.
- The nominee will provide up to three electronic examples of his/her scholarship or creative work in the form of manuscripts, copies of scholarly papers/publications, audio recordings, videos, or portfolio of creative works. The form of the submission should reflect the nominee's discipline. If you have questions about format, contact Wren R. Stevens (stevenwr@jmu.edu) or by phone at 568-5344. This material will be available to the committee for review.
- The deadline for electronic letters and vitae plus the examples of scholarly/creative work is Friday, September 27<sup>th</sup> to the school director or director's designee. Each school may nominate one person for this award.

### **Review**

- The FLAG Committee will review the nominations.
- The FLAG Committee will interview the nominees about their records of research/creative work and about their proposals for the Madison Scholar presentation. Nominees will be limited to a portion of the time to present, and a portion of the time will be designated for questions and answers.

## **Award**

The faculty member selected as the Madison Scholar will be notified by the Dean at the end of the 2019 fall semester. Formal recognition will occur in the spring at a university-wide faculty recognition event. The recipient will receive a \$1,500 honorarium. The Madison Scholar will be invited to present his/her lecture, exhibition or performance to the university community during the 2020 fall semester.

## ***Distinguished Service Award***

### **Nomination Materials and Instructions**

- The school director/department head will write a letter of nomination to the College Faculty Leaves, Awards and Grants Committee describing the accomplishments and qualifications of the nominee. The nominating letter should address specific service contributions the candidate has made to the department/school, college, university, and/or profession.
- Nominees should have demonstrated a depth and breadth of outstanding service at the university, local, regional and/or national level, and should have taken on a variety of roles and responsibilities including leadership positions at these different levels.
- The school director/department head will invite a maximum of two additional letters of recommendation highlighting the candidate's depth and breadth of service. The letters should be addressed to the Faculty Leaves, Awards and Grants Committee. The school director/department head should forward the letters with the other nomination materials.
- The nominee will provide a vitae.
- The deadline for electronic letters and vitae is Friday, September 27<sup>th</sup> to the school director or director's designee.

- Each school/department may nominate one person for this award.

**Review**

- The FLAG Committee will review the nominations and select the award winner.

**Award**

The faculty member selected for the Distinguished Service Award will be notified by the Dean at the end of the 2019 fall semester. Formal recognition will occur in the spring at a university-wide faculty recognition event. The recipient will receive a \$1,500 honorarium.