



Brown University  
Office of Continuing Education  
Box T, Providence, RI 02912  
Tel: 401-863-7900 Fax: 401-863-3916  
Email: Summer@Brown.edu  
www.brown.edu/ce

## CONTINUING EDUCATION

### REGINALD D. ARCHAMBAULT AWARD FOR TEACHING EXCELLENCE

#### GUIDELINES FOR GRADUATE STUDENT AND POST-DOCTORAL FELLOW AWARDS NOMINATION

**Nomination Deadline: July 1, 2009**  
**Completed Application Deadline: August 15, 2009**

**Purpose** *The Reginald D. Archambault Award for Teaching Excellence* recognizes, rewards, and promotes excellence in teaching in the Brown University summer programs. The award is presented by the Office of Continuing Education at Brown University.

Reginald D. Archambault, Professor of Education emeritus, was the inaugural Dean of Summer Studies, 1984 - 1992. An expert in the educational philosophy and works of John Dewey, Prof. Archambault served as Chair of Brown's Education Department from 1967 through the early eighties, contributing greatly to the M.A.T. program and developing the Brown Summer High School as a teaching laboratory. He remains a dedicated admirer of the craft of pedagogy.

**Awards** Awardees receive a citation from Continuing Education and are acknowledged in a fall recognition ceremony, as well as at the Graduate School Commencement of the following year. Additionally, the awardee(s) is (are) invited to present on a topic of their choosing relevant to the award and their instruction in the summer program. Awardees receive a \$1000.00 honorarium.

**Eligibility** All graduate students and post-doctoral fellows of the CE summer faculty are eligible to apply. Only nominations submitted by the deadline and endorsed by a faculty member affiliated with the nominee's course content will be considered.

**Deadline** Nomination Deadline: July 1, 2009. Completed Application Deadline: August 15, 2009 (*Addressed to CE Award Program, Brown University Office of Continuing Education Box T, Providence, RI 02912 Fax: 401-863-3916 or electronically at scscourses@brown.edu with CE Award Program in the subject line*)

**Notification** The Office of Continuing Education will notify all awardees of their status by the end of September 2009.

**Criteria**          Nominations are judged according to the criteria listed below.

1. *Teaching that influences, motivates and inspires students to learn.* (Indicated by feedback from student evaluations and class observation, both of which should demonstrate that the instructor was knowledgeable, organized and effective in teaching and has developed and delivered a course that creates content understanding, makes content vibrant, meaningful and useful, and enables students to develop skills associated with the discipline including analysis, communication, application of new understandings, and ability to understand more complex aspects of the discipline.)
2. *Creativity and innovation in the development of curriculum and resources that promote student learning.* (A demonstration of the instructor's use of imaginative instructional resources and technology as well as methodology and/or tools and tactics to produce a lively and highly successful environment for student learning. These may include site visits, guest speakers, use of learning technologies, lab experiences or other features that deepen student experience with the content and their learning.)

### **Contents of Nomination**

Nomination packages must include all of the items listed below, in the specified order.

#### A. NOMINATION FORM (ATTACHED)

#### B. OBSERVATION LETTER (TWO PAGES MAXIMUM)

The faculty member who signs the application sheet is expected to observe you in the course of your summer teaching and complete the observation sheet, noting the ways in which your teaching achieves the goals you establish in the nomination statement and meets the criteria of the award.

#### C. COURSE DESCRIPTION AND SYLLABUS

The course description should address the learning objectives of the course and the ways in which you will assess students' achievement of these objectives.

#### D. NOMINEE'S STATEMENT (TWO PAGES MAXIMUM, PROVIDED TO THE FACULTY MEMBER AGREEING TO OBSERVE YOU.)

The nominee's statement must be written by the nominee and provided to the faculty member who supports the nomination and who agrees to observe the course while in session in summer 2009. The nominee's statement explains how the course objectives and the teaching methodology employed meet the criteria of the award (course development, implementation and assessment).

#### E. STUDENT COURSE EVALUATION

Although the nominee is not expected to provide course evaluation materials (CE will obtain this information as part of the regular course evaluation process), summer faculty should be aware that student evaluations will be included in the selection process for awards. Nominees may invite students to submit additional letters of support from students so long as those letters are received by August 15, 2009, are provided by a student who successfully completed the course, do not exceed one page, and address the ways in which the nominee met the criteria of the award within the course.



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## ***REGINALD D. ARCHAMBAULT AWARD FOR TEACHING EXCELLENCE***

### **NOMINATION FORM**

Nominee: \_\_\_\_\_

Rank:      \_\_\_\_\_graduate student      \_\_\_\_\_post-doctoral fellow

Department: \_\_\_\_\_

Course: \_\_\_\_\_

Faculty Observer (Agrees to observe 75-90 minutes) \_\_\_\_\_

Nominee's statement: Write a two-page (maximum) statement to address the criteria of the award. Explain how the course objectives and the teaching methodology employed meet the criteria of the award (course development, implementation and assessment). Share this information with the faculty member who supports your nomination and agrees to observe your course in summer 2009 and to submit the attached letter of observation by the August 15, 2009 deadline.

Criteria for the award include:

*Teaching that influences, motivates and inspires students to learn.*

*Creativity and innovation in the development of curriculum and resources that promote student learning.*



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## ***REGINALD D. ARCHAMBAULT AWARD FOR TEACHING EXCELLENCE***

### BACKGROUND INFORMATION (TO BE COMPLETED BY NOMINEE)

Nominee: \_\_\_\_\_

Rank: \_\_\_\_\_graduate student \_\_\_\_\_post-doctoral fellow

Department: \_\_\_\_\_

Course Code and Title: \_\_\_\_\_

Faculty Observer (print name) \_\_\_\_\_

### **To be completed by Faculty Observer.**

*Please submit by August 15, 2009, by 4:00PM.*

*(Addressed to CE Award Program, Brown University Office of Continuing Education Box T, Providence, RI 02912 Fax: 401-863-3916 or electronically at scscourses@brown.edu with CE Award Program in the subject line)*

Submit a one page description of the ways in which the instructor achieved the goals established in his/her nomination statement and met the award criteria outlined below.

*1. Teaching that influences, motivates and inspires students to learn.*

- Is the instructor knowledgeable, organized and effective in teaching?
- Has he/she developed and delivered a course that creates content understanding, makes content vibrant, meaningful and useful, and enables students to develop skills associated with the discipline including analysis, communication, application of new understandings, and ability to understand more complex aspects of the discipline?

*2. Creativity and innovation in the development of curriculum and resources that promote student learning.*

How has the instructor produced a lively and highly successful environment for student learning?

Faculty Signature \_\_\_\_\_

Date \_\_\_\_\_