

**LAWRENCE J. NELSON AWARD – ACADEMIC AFFAIRS**  
**2025 OUTSTANDING TEACHING BY FACULTY**  
**NOMINATION FORM**

*(To Be Completed by Nominator)*

\_\_\_\_\_  
NAME OF PERSON SUBMITTING NOMINATION

\_\_\_\_\_  
SIGNATURE OF PERSON SUBMITTING NOMINATION

\_\_\_\_\_  
Date:

NAME OF NOMINEE: \_\_\_\_\_

NAME OF NOMINEE’S DEPARTMENT: \_\_\_\_\_

**NOMINATOR:** Please provide no more than a one-page description of why you are nominating this faculty member for this award.

**Please forward with this nomination form to the nominee for completion.**

*(To Be Completed by Nominee)*

OFFICE TELEPHONE: \_\_\_\_\_

UNA BOX NUMBER: \_\_\_\_\_

Please enclose with the Nomination Form

1. A current vita (maximum of five pages);
2. A discussion (maximum of five pages) of the nominee’s teaching philosophy, his/her most significant teaching accomplishments primarily during **the past five academic years, and all activities that are geared towards student engagement in classes and in support of the University’s Strategic Plan.**

Significant teaching accomplishments may be documented by citing such things as the development of new courses and degree programs; other efforts to improve or enhance the curriculum; summary results of evaluations of the nominee’s teaching by students; awards or other formal recognitions for outstanding teaching; grants or financial aid obtained for innovation or experimentation in teaching; etc. The nominee may also include a discussion of scholarly and/or service activities during the past five years that directly relate to teaching.

3. Nominees are to submit only the required materials listed above. Please refer to accompanying selection criteria for further guidance and for instructions for submission. Address any questions you may have to the Chair of the Selection Committee.
4. Provide a class schedule (including Canvas online courses) for the current semester with nomination form for purposes of class visitations.

\_\_\_\_\_  
NOMINEE’S SIGNATURE

DATE: \_\_\_\_\_

\_\_\_\_\_  
DEPARTMENT CHAIR’S SIGNATURE **(LETTER OF SUPPORT ATTACHED)**

DATE: \_\_\_\_\_

\_\_\_\_\_  
DEAN’S SIGNATURE **(LETTER OF SUPPORT ATTACHED)**

DATE: \_\_\_\_\_

**LAWRENCE J. NELSON AWARD**  
**PROCEDURES AND CRITERIA - OUTSTANDING TEACHING BY FACULTY**

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1. **November 2024:** Award Committees selected by Deans  
\*The Deans must approve any changes to the award criteria prior to the solicitation of nominees for the award.  
**December 2024:** Nominations Open  
**February 7, 2025:** The Nomination Form, with accompanying documentation, must be submitted to the Chair of the nominee's department  
**February 14, 2025:** The Nomination Form, with accompanying documentation, must be submitted to the Dean of the nominee's college  
**February 21, 2025:** The Nomination Form, with accompanying documentation, must be submitted to the Office of Academic Affairs via email with PDF attachment. ([sseals@una.edu](mailto:sseals@una.edu))  
**April 28, 2025:** Awards Gala
2. Self-nominations are encouraged. Nominations may also be received by students, faculty members, administrators and/or alumni. All UNA full-time faculty are eligible for the award.
3. The award will be made for excellence in teaching. A list of no more than three (3) finalists will be based on a preliminary screening of materials submitted with the nomination. In February, members of the selection committee will: visit the finalists' classes, interview the finalists and their colleagues, review their class Canvas page for a limited time, and poll the students in the finalists' classes. Classroom visits will occur *February 10-24, 2025*. **PLEASE NOTE:** Access to the nominee's Canvas course page is given by ETS. The committee chair will need to email Educational Technology Services, [ets@una.edu](mailto:ets@una.edu), and request that the committee members be added to the teaching nominees' Canvas courses as students. The committee chair will also need to provide the email addresses of all committee members who will need access to the nominee's online course Canvas page to review.
4. The recipient will receive:
  - A. There will be an acrylic award given to each recipient
  - B. The name of the recipient will be displayed on a permanent plaque
  - C. The recipient of the award will receive a \$750 faculty development grant
  - D. The recipient will be featured in *Profiles in Excellence*
  - E. The recipient will be eligible to attend the annual International Conference on College Teaching and Learning and represent UNA as the campus award winner, or an alternate conference approved by the college dean and Provost and Executive Vice President for Academic Affairs.
5. The award will be presented by the Provost and Vice President for Academic Affairs at the University Awards Gala (April 28, 2025).
6. No member of the Selection Committee will be eligible for an award while serving on the committee.
7. No faculty member may receive the Outstanding Teaching Award more than once during a 10-year period.

**Former Recipients Outstanding Teaching Award:**

Charlotte Cramer (ACONHP) – 2007	Will Brewer (ACONHP) – 2016
Yi-Min Cai (CASE) – 2008	Sarah Franklin (CASE) – 2017
Patricia Wilson (ACONHP) – 2009	Laura Williams (ACONHP) – 2018
Larry Nelson (CASE) – 2010	Jean Ann Helm Allen (COEHS) – 2019
Linda Lewis (COEHS) – 2011	James A. Jerkins (COBT) – 2020
Charlton James (CASE) – 2012	Wendy Darby (ACONHP) – 2021
Vickie Pierce (ACONHP) – 2013	Andrea Hunt (CASE) – 2022
Jeffrey Bibbee (CASE) – 2014	Doug Barrett (SCOBT) – 2023
Matthew Fitzsimmons (CASE) – 2015	Nikki Davenport (ACONHP) - 2024