CALL FOR NOMINATIONS FOR THE MAA-SE AWARD FOR DISTINGUISHED TEACHING BY A BEGINNING COLLEGE MATHEMATICS FACULTY MEMBER

COMPLETE NOMINATION PROCESS

**Brief Description:** The MAA Southeastern Section (MAA-SE) established this award to honor beginning college or university faculty whose teaching in the Section has been extraordinarily successful and whose effectiveness in teaching undergraduate mathematics is shown to have influence beyond their own classrooms. An awardee must have taught full time in a mathematical science in the Southeastern Section for at least two years, but not more than a total of seven years in any collegiate institution. Each year at most one college or university teacher is to be honored with this MAA-SE section award. Nominations for the award may be made by any member of the MAA-SE section.

A complete nomination packet should consist of a nomination form, a narrative, additional documentation, and letters of recommendation as described below. Please email the completed packet by January 22, 2020 to:

Steve Robinson  
sbr@wfu.edu  
Department of Mathematics & Statistics  
Wake Forest University

Questions may be directed to Steve at sbr@wfu.edu.

**Eligibility and Guidelines for Nomination**

**Eligibility**

Teaching is intended to include classroom instruction as well as activities outside the classroom, such as working with student groups, preparing students for mathematical competitions, directing undergraduate students in research in mathematics, directing students in the preparation of honors theses, preparing teaching materials used by others, etc.

Nominees must:

- Hold the terminal degree required by SACS to be a full time faculty member in a collegiate institution,
- Be college or university teachers currently in the MAA-SE who have taught full time in a mathematical science in the Southeastern Section for at least two years, but not more than a total of seven years in any collegiate institution (In determining eligibility, we do not count time spent in a postdoctoral position where nearly all the nominee's time was spent on research, and the nominee did very little or no teaching (e.g. three semester courses a year or less), and
- Hold membership in the Mathematical Association of America
Guidelines for Nomination

Nominees for the award may be made by any member of the MAA-SE section. Nominees should:
• Be recognized as extraordinarily successful in their teaching
• Have effectiveness in teaching undergraduate mathematics that can be documented
• Have had influence in their teaching beyond their own classrooms

A nomination for this award should consist only of the materials requested below, and should not include any other materials, such as curricula vitae or other items. Please prepare all nominate materials on one side only of 8.5 by 11 inch paper, with a type size no smaller than 12 points (pica).

Nomination Packet:

Nomination Form
A completed Nomination Form is the first part of the packet. Please see page 27 of this newsletter for the nomination form.

Narrative
Please describe the nominee's extraordinary success in teaching by providing a narrative of the nominee's background, experience, teaching style, special contributions, other teaching awards, and any additional evidence of the nominee's unusual achievement in teaching. Note especially effectiveness in teaching undergraduate mathematics and influence beyond the nominee's own classrooms. The narrative should not exceed five double-spaced pages.

Additional Documentation
Please submit no more than three pages of further evidence to document the nominee's extraordinary teaching success. This documentation will vary greatly from institution to institution, but may include summaries of peer or student evaluations, comments on teaching, possible increases in numbers of majors in mathematics (with clear evidence of the nominee's substantial responsibility for them), possible student success in mathematics competitions (with clear evidence of the nominee's substantial responsibility for them), success in research in undergraduate mathematics conducted by undergraduate students under the direction of the nominee, development of curricular materials successfully used by colleagues, adoption of the nominee's teaching methods or techniques by experienced colleagues, service as a respected adviser for a student group, etc.

Nominators should bear in mind that the selection committee might view a nomination more positively if it is accompanied not just by carefully chosen testimonials from a few selected students and faculty, but also by reports, comments, and criticism which is representative of the whole spectrum of opinion among students and faculty on the nominee's teaching.

Letters of Recommendation
Please include no more than five letters of recommendation, as follows:
• Two letters from the nominee's present or former students.
• Two letters from the nominee's colleagues (one of whom could be the department chair).
• One additional letter from any one qualified to comment on the nominee's extraordinary teaching success.