

**GSC Award for Graduate Student Teaching Excellence  
NOMINATION INSTRUCTIONS**

Submit the following to nominate a graduate student for this award. The points for each component are noted below.

1) **Letter of support from department head/chair** that addresses how the nominee fulfills award criteria  
[5 points]

2) **Current curriculum vitae** [0 points]

3) **Teaching portfolio**

The teaching portfolio must be typed using 12-point Times New Roman font on pages with margins no smaller than one inch. Text must be double-spaced. The teaching portfolio must not exceed a total of six (6) pages and should be presented in a narrative format. The use of headers to distinguish content for the sections outlined below is strongly encouraged.

- **Statement of teaching philosophy [15 points]**

In this section, you should convey your core ideas about being an effective teacher. Share your values and beliefs related to teaching and learning. Discuss your goals and the methods or strategies you use to achieve those goals.

- **Evidence of instructional design for improved student learning [30 points]**

In your experience as an instructor, explain how you have used instructional design to develop learning materials, experiences, and environments that promote better learning by students. This could include content production, learning activities, student-instructor interaction, peer-to-peer interaction, and effective assessments among other things.

- **Evidence of effective student/colleague mentoring [10 points]**

Describe your experience with mentoring students outside of the classroom, whether that be related to the courses you teach or in other settings. Additionally, discuss any experience you have with mentoring your peers or colleagues in the context of teaching.

- **Evidence of professional development [15 points]**

Explain how you have used professional development opportunities to grow in your teaching excellence. If appropriate, how have you aligned professional development in the feedback you have received on your teaching?

Please **DO NOT** submit materials that are not included in the list above.

Application form available at <https://www.k-state.edu/grad/student-success/awards/gsc-teaching.html>

**The required materials and the nomination form must be submitted by the following dates:**

**Sept 30 Department nomination deadline**

Each department may nominate one master's student and one doctoral student. Department nominations will be reviewed by respective colleges

**Oct 14 College nomination deadline**

With the exception of the College of Arts and Sciences, each college may select one master's student nominee and one doctoral student nominee. The College of Arts and Sciences may nominate three master's students and three doctoral students.

**Oct 30**

One master's and one doctoral student will be selected for the GSC Award for Graduate Student Teaching Excellence by a selection committee composed of graduate faculty and graduate students.