

2018 Donald Zacharias Graduate Teaching Assistant of the Year Award

Graduate Student Association

Office of the Graduate School

Deadline: March 12, 2018

The Donald Zacharias Graduate Teaching Assistant (GTA) of the Year Award, named in honor of MSU's 15th President, 1985-1997, recognizes two outstanding GTAs (Master's and Doctoral) who have contributed significantly to the academic advancement of students and the growth of MSU through their exemplary leadership abilities and outstanding classroom teaching techniques. A monetary award and a commemorative plaque will be presented to the winner at the annual Graduate Student Association Awards Banquet on April 9, 2018. Past Recipients of the Graduate Teaching Assistant of the Year Award will not be eligible for re-nomination until three years have lapsed.

Criteria for Nomination

Must be a current graduate student holding the title of Graduate Teaching Assistant for the Summer 2017, Fall 2017 and/or Spring 2018 term(s) who teaches or taught either a lecture class or laboratory section

Has demonstrated outstanding classroom teaching techniques and has positively influenced students toward superior academic attainment

Must have an exceptional reputation as an outstanding graduate teaching assistant as determined by graduate faculty in the discipline

Nomination Guidelines

Completed nomination packet must be submitted to the Office of the Graduate School by 5:00 pm, on March 12, 2018 (*Nomination packet will not be accepted after the deadline*)

Department heads should be responsible for nominating only one GTA each (Master's and Doctoral) from their department

Content of Nomination Packet (Checklist)

- Nomination Form
- Letter of support from the department head
- Letter of acceptance of the nomination from the nominee with Teaching Summary attached (see *Criteria for Teaching Summary*)
- Nominee's resume or curriculum vitae
- Three letters of support from faculty and/or students who can provide specific evidence of nominee's exemplary teaching performance
- Up to three types of documentation that clearly and concisely address the award criteria. Items may include but are not limited to: positive student evaluations with grade distribution or average grade assigned, administrative evaluations, course syllabus, direction to web pages illustrating innovative teaching methodologies, etc.

All nominees and nominators should plan to attend the GSA Awards Banquet on April 9, 2018 at 5:30 pm. The Mill Conference Center.

**2086 Donald Zacharias Graduate Teaching Assistant of the Year Award
Nomination Form**

Nominee: _____ Net ID: _____

Nominee's Degree/Major: _____

Nominator (*Must be MSU Faculty*): _____

1. How long have you had the opportunity to observe the nominee as a graduate teaching assistant?

2. List each lecture class and/or laboratory section that the nominee has taught for the Summer 2017, Fall 2017 and Spring 2018 terms:

<i>Lecture Class/Laboratory Section</i>	<i>Term</i>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

3. Rate the nominee's qualifications as a teacher:

5 = Excellent 4 = Good 3 = Average 2 = Fair 1 = Poor N/A = No Basis for Judgment

____ Knowledge of material

____ Clarity of presentations

____ Classroom techniques

____ Availability outside of class

____ Attitude toward students

____ Ability to answer questions

____ Other _____

4. What distinguishes the nominee from other GTAs such that he/she should receive this year's Donald Zacharias Graduate Teaching Assistant of the Year Award? Please attach a separate sheet with your comments.

Nominator's Signature: _____ Date: _____

2018 Donald Zacharias Graduate Teaching Assistant of the Year Award
Criteria for Teaching Summary
(to be completed by nominee)

Please attach a separate sheet to your letter accepting the nomination that includes the following information:

1. Provide the following information about your graduate teaching assistantship:
 - a. Specific semesters completed
 - b. Professor(s) supervising your work
 - c. List of lecture classes and/or laboratory sections taught that includes a brief description of the scope of your responsibilities for each one (e.g., supervision of lab, development of instructional materials, instructor of record with full responsibility for the course, etc.)
2. Describe innovative instructional strategies or unique responsibilities that characterize your teaching assignment. Limit to 200 words.
3. Write a brief statement about your teaching philosophy as applied in your classroom.
4. In no more than 200 words, describe why you believe you should be selected for this award. Your statement **must** address the specific criteria for this award (evidence of innovative teaching strategies, positive influence on students, and exceptional reputation as an outstanding graduate teaching assistant).