

# **OUTSTANDING TEACHING ASSISTANT AWARDS 2016 - 2017**

## **Guidelines and Procedures**

Committee on Outstanding Teaching Assistants  
Academic Senate  
University of California, Santa Barbara



## **Purpose of the Award**

Teaching assistants play a vital role enhancing the teaching mission of the University. The Outstanding Teaching Assistant Awards recognize the contributions of graduate students to the teaching and learning process of UC Santa Barbara.

This awards program was initiated to encourage and reward excellence in teaching on the Santa Barbara campus. Outstanding Teaching Assistant Award recipients receive a cash award of \$1,000 and a framed certificate.

## **Eligibility**

- Nominees must have been a Teaching Assistant at UCSB for a minimum of three academic quarters in the last five academic years, current quarter included.
- Nominations must be based solely upon responsibility as a **Teaching Assistant**.
- Nominees must be individuals, not teams.
- Previous award recipients and current members of the Committee on Outstanding Teaching Assistants are not eligible.

## **Criteria for Teaching Excellence**

- Documented excellence in teaching and the qualities that distinguish this nominee from others.
- Evidence of creativity, innovative teaching efforts and extra effort in improving classes and teaching effectiveness.
- The nominee's rapport with students, availability and willingness to hold special help sessions, efforts to stimulate independent critical thinking and demonstration of excellence in teaching.

## Stage 1: Call for Nominations

Any member of the UCSB community may make nominations for the Outstanding Teaching Assistant Awards: an individual student, faculty member, department or program, instructional unit or student organization. The initial nomination should include a statement of 200-500 words, which may be included as one of the letters of support.

### DEADLINE FOR NOMINATIONS

Nominations must be submitted online (<https://senate.ucsb.edu/~awards>) by **5:00pm on December 20, 2016.**

### NOMINEE NOTIFICATION

All eligible nominees will be notified of their nomination for the Outstanding Teaching Assistant Award by email by **December 22, 2016.**

## Stage 2: Nominee Documentation

To be considered for an Outstanding Teaching Assistant Award, nominees must submit the following items:

- Three letters of support from current students or students who have graduated in the last three years. ***Do not submit more than three letters.***
- One to three letters of support from faculty. ***Do not submit more than three letters.***
- A list of courses for which you were/are the teaching assistant
- A Teaching Assistant 5-year History Report of student evaluations of teaching (summarized ESCI data)
- A brief curriculum vitae (1 to 3 pages)
- A reflective statement of nominee's teaching philosophy. The statement should address teaching goals, objectives and experiences. **There is a 2-page maximum — document must be double-spaced using at least a 10-point font.**

### **SUBMISSION OF NOMINEE PACKET**

All materials should be submitted in electronic format, through the link provided on the secure Academic Senate website (<https://senate.ucsb.edu/~awards>). Documents may be either in PDF or *Word* format.

### **DEADLINE FOR NOMINEE PACKET**

All materials for the nominee packet must be submitted (uploaded to the website) by **5:00pm** on **February 1, 2017**.

**Late or incomplete nominee packets will be evaluated at the discretion of the awards committee.**

### **AWARD NOTIFICATION**

Outstanding Teaching Assistant Award recipients will be notified in person by members of the Committee on Outstanding Teaching Assistant Awards beginning the week of **April 3, 2017**. Nominees who were not selected for an award will be notified by email by **April 17, 2017**.

### **AWARDS RECOGNITION**

Award recipients will be honored at a public ceremony and reception at the April meeting of the Faculty Legislature to recognize their achievements.

## **Key Dates**

- |   |                    |
|---|--------------------|
| • <b>Deadline for nominations</b>         | December 20, 2016  |
| • Eligible nominees notified via email    | December 22, 2016  |
| • <b>Deadline for nominee packets</b>     | February 1, 2017   |
| • Recipients notified                     | April 3 - 14, 2017 |
| • Non-recipients notified via email       | April 17, 2017     |
| • Awards recognition, Faculty Legislature | April 27, 2017     |

## **Outstanding Teaching Assistant Awards Frequently Asked Questions**

### **1. Can I nominate myself for the award?**

We do not accept self-nominations for the Outstanding Teaching Assistant award. Nominations for all awards may be made by any member(s) of the UCSB community: an individual student, faculty member, academic department, instructional unit, or student organization.

### **2. I would like to know who nominated me so I can thank them, can you please tell me?**

In order to protect the privacy of the nominator, and to prevent possible conflicts of interest during the award term, we do not release the names of the individuals who submitted nominations.

### **3. What are ESCI Survey Statistics and the 5-year ESCI Instructor Summary Reports?**

At the end of each quarter, students submit instructor and course evaluations by filling out ESCI response forms. The Office of Instructional Development processes the results of instructor and course evaluations for each course, compiling them into quarterly Summary Statistics. A 5-year ESCI Instructor Summary Report is a compilation of student evaluation data for the past five academic years.

### **4. Should I submit all of my individual ESCI Survey Statistics for courses that I have taught?**

The ESCI Office will provide a 5-year ESCI Instructor Summary report, in the form of a PDF, with all of the necessary ESCI data to be included in your nomination documentation packet. Please do not include any additional ESCI reports, data or open-ended comments.

### **5. Where can I obtain my 5-year ESCI Instructor Summary Report?**

Please contact the ESCI Office to request your 5-year ESCI Instructor Summary Report.

Email: [esci@id.ucsb.edu](mailto:esci@id.ucsb.edu) | Telephone: (805) 893-4278 | Location: 1124 Kerr Hall

\*Please note the turnaround time for ESCI report requests may take up to 5-7 business days.

### **6. How many quarters of ESCI summaries should I submit?**

The ESCI Teaching Assistant 5-year Summary Report will provide an overview of student evaluations for the past 5 academic years. You will be considered for the Outstanding Teaching Assistant Award so long as you have taught at least three quarters during that time frame; the TA 5-year History Report will automatically generate the required data.

### **7. Can I submit a summary of all of my ESCI scores in Word or Excel format?**

Please submit only the 5-year ESCI Instructor Summary Report in the format generated by Instructional Development.

### **8. What if my department does not collect ESCI data? Can I still be considered for the award?**

If your department does not provide ESCI data, please notify us by email:

[awards@senate.ucsb.edu](mailto:awards@senate.ucsb.edu)

### **9. Does the question regarding quarters taught at UCSB include summer quarter?**

Yes, this includes summer quarter.

**10. How do I submit my nominee materials packet?**

Instructions on uploading nominee materials will be emailed to each eligible nominee. Nominees will need to visit the Senate awards page (<https://senate.ucsb.edu/~awards>), which will require you to log on using your UCSB *netID*. All materials should be uploaded (in either PDF or *Word* format) by the deadline: 5:00pm on February 1, 2017. If you have any technical difficulties with the system, please contact: [help@senate.ucsb.edu](mailto:help@senate.ucsb.edu).

**11. I do not have time to compile the required materials for the deadline. Can I turn in my packet after the deadline?**

In fairness to all participants, we cannot accept packets or portions thereof after the deadline or grant deadline extensions. To make exceptions for one participant would raise serious concerns about equity in the program, and the fairest practice is to hold all participants to the same policy. Any materials submitted after the deadline will be evaluated at the discretion of the awards committee.

**12. I have more than three letters of support; may I include them all in my packet?**

Please DO NOT submit more than three faculty letters of support or three student letters of support. Only three letters from each category will be reviewed.

**13. What are the guidelines for the letters of support?**

There are no specific guidelines for writing letters of support. Nominees may want to refer to the "Criteria for teaching excellence" which is used as a basis for evaluation.

**14. To ensure confidentiality, can my letters of support be submitted directly by my references?**

Yes. If any of your references prefers to keep their letter confidential, they may submit it directly to the Academic Senate. The letter should be emailed to: [awards@senate.ucsb.edu](mailto:awards@senate.ucsb.edu) with your name in the subject line.

**15. Can I submit my letters of support in person at the Academic Senate office?**

No. Letters of support should be uploaded with your packet as explained above. However, if there are extenuating circumstances that would prevent you from being able to comply with this request, then please contact our office at: [awards@senate.ucsb.edu](mailto:awards@senate.ucsb.edu).

**16. Two of my students submitted their letters of support in the body of emails. Do I need to print the emails and have the students come in to sign them, or can I just forward the emails to you?**

As long as the emails contain headers (the To, From, Date, Subject) we will accept emails that have been printed as PDFs. We need to be able to verify that the emails came from a specific person.

**17. Do the students who write letters have to be currently enrolled at UCSB, or can they be alumni?**

Students submitting letters must either be currently enrolled at UCSB or have graduated at any time in the past 3 academic years.

**18. Should I include courses which I am teaching this quarter in my list of courses?**

Yes, please include the courses which you are currently teaching.

**19. Should I list all of the courses I have taught, or just those for the past three quarters?**

The list of courses should include all of the classes you have taught.

**20. How should I present my materials? May I submit them in a binder, report cover, or portfolio?**

No, please do not place your materials in a binder, report cover, or portfolio. All materials should be submitted by uploading them to the Academic Senate webpage (see above).

**21. Are there any length guidelines or chronological guidelines for the curriculum vitae?**

The curriculum vitae should be brief, approximately 2-3 pages. There are no chronological guidelines.

**22. Who chooses the recipients of the Outstanding Teaching Assistant Award?**

The Outstanding Teaching Assistant award recipients are selected by a committee comprised of representatives from the Academic Senate Graduate Council and Council on Faculty Issues & Awards, as well as past recipients of the Outstanding Teaching Assistant Award.

**23. When will the award recipients be notified? Will I be notified if I do not win the award?**

For the 2016-17 Distinguished Teaching and Outstanding Teaching Assistant Awards, both the recipients and non-recipients will be notified no later than April 17, 2017.

**24. I was not chosen for the award and I would like to know why. With whom may I speak?**

Please email your concerns to [awards@senate.ucsb.edu](mailto:awards@senate.ucsb.edu), and they will be reviewed by the appropriate Committee Chair. Unfortunately, due to the volume of award nominations, individual feedback on nominee packets is not possible.

# Outstanding Teaching Assistant Award Recipients

## ANTHROPOLOGY

Mathea Cramers 1991-1992  
David Crawford 1996-1997

## ART

Luke Matjas 2001-2002

## BIOLOGICAL SCIENCES

Jan Hess 1980-1981  
Lyndon Foster 1988-1989  
Jackie Stevens 1993-1994

## BIOMOLECULAR SCIENCE & ENGINEERING

Britney Pennington 2013-2014

## CHEMICAL ENGINEERING

Edward B. Richert 1989-1990  
Michael Weiss 1999-2000

## CHEMISTRY & BIOCHEMISTRY

Joaquin Richert 1989-1990  
Kathleen Anne Robins 1990-1991  
Kenneth Huang 1998-1999  
Jens-Uwe Kuhn 2003-2004  
Jeffrey Carmichael 2015-2016

## CHICANA & CHICANO STUDIES

Melinda Gandara 2000-2001

## CLASSICS

Stanly Rauh 2007-2008  
Laura Behymer 2010-2011

## COMMUNICATION

Lara Zwarun 1998-1999  
Stephanie Robbins 2012-2013  
Becky Robinson 2015-2016

## COMPARATIVE LITERATURE

Sharalyn Sanders 2011-2012  
Katherine Kelp-Stebbins 2012-2013

## COMPUTER SCIENCE

Bryce Boe 2010-2011  
Keith Avery 2014-2015

## EARTH SCIENCE

Hilary Dervin 1994-1995  
Kurt Burmeister 1999-2000

## EDUCATION

Meghan Corella Morales 2013-2014  
Mario Galicia 2014-2015

## DRAMATIC ARTS

Valjenia Limar 1993-1994

## EDUCATION

Eva Yee Wah Wong 2007-2008

## ECOLOGY, EVOLUTION, & MARINE BIOLOGY

Thomas Even 2000-2001  
Stuart Levenbach 2005-2006  
Craig Nelson 2005-2006  
Nicole Ann Molinari 2008-2009  
Alisa Hove 2011-2012  
Andrew Swafford 2015-2016

## ELECTRICAL & COMPUTER ENGINEERING

Hua Lee 1980-1981  
Arvind Keerthi 1993-1994  
Jeffrey Wilder 1994-1995  
Jonathan Lang 1995-1996  
Brian Petrini 1997-1998  
Dave Cowen 2002-2003

## ENGLISH

Crystal Downing 1984-1985  
Jody Patterson 1984-1985  
Kyle Elsmann 1985-1986  
Gloria Bowen 1991-1992  
Rose Hentschell 1996-1997  
Joomi C. Kim 2009-2010  
Alison Reed 2013-2014  
Jeremy Chow 2014-2015

## ENVIRONMENTAL STUDIES

Lisa Berry 2002-2003

## FEMINIST STUDIES

Mathea Cramers 1991-1992  
Madelyn Detloff 1994-1995  
Patricia Ingham 1994-1995

## FILM & MEDIA STUDIES

Anna Brusutti 1987-1988  
Nicole Starosielski 2009-2010  
Hannah Goodwin 2015-2016

## FRENCH & ITALIAN

Lauren Friedlander 1979-1980

## GEOGRAPHY

Nathan Gal 1981-1982  
Jeffrey J. Hemphill 2001-2002  
Sarah Battersby 2004-2005  
Indy Marie Hurt 2008-2009

## GERMANIC & SLAVIC STUDIES

Evelyn Wade 2004-2005



**HISTORY**

Stephanie Mooers	1981-1982
Robin Fleming	1982-1983
Katharin Ray Mack	1983-1984
Cheryl Riggs	1984-1985
Miriam Raub	1985-1986
Barry Ryan	1987-1988
Marylou Ruud	1988-1989
Bob Babcock	1989-1990
Gaston Espinosa	1994-1995
Dennis Ventry	1997-1998
Richard Fogarty	1998-1999
Joshua Ashenmiller	2000-2001
Maeve Cowan	2001-2002
Matthew Sutton	2002-2003
Christopher Wright	2004-2005
Joe Campo	2006-2007
Ingrid Page	2006-2007
Lily Anne Yumi Welty	2007-2008
William Laurence Christian	2008-2009
Jason Linn	2010-2011
Nicole Pacino	2012-2013

**LAW & SOCIETY**

Philip Brown	1995-1996
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**LINGUISTICS**

Lea Harper	2007-2008
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**MATHEMATICS**

Michael Mahoney	1979-1980
Ibrahim Sedak	1982-1983
Karen Horton	1996-1997
Jeffrey Miller	1998-1999
Becca Thomases	2000-2001
Amber Rosin	2001-2002
Christopher Pavone	2004-2005

**MECHANICAL ENGINEERING**

Ted. B. Bennett	1999-2000
Grant R. Johnson	1989-1990

**MOLECULAR, CELLULAR & DEVELOPMENTAL BIOLOGY**

John Mehew	1995-1996
Andrew F. Giusti	1997-1998
Jessica Bickham	2002-2003
Sherry Hikita	2003-2004
Erin Tolhurst Dunkle	2006-2007
Brian David Janssen	2009-2010
Selvi Ersoy	2014-2015

**MUSIC**

Selina Glater	1986-1987
Alison Louise Mc Farland	1990-1991
Denise R. Gill	2009-2010

**PHILOSOPHY**

Michael Cole	2003-2004
Quentin Gee	2011-2012

**PHYSICS**

John Cardy	1989-1990
Matthew Doty	1999-2000
David Romblom	2005-2006
Elijah Quetin	2012-2013

**POLITICAL SCIENCE**

Nicholas Dungey	1993-1994
Colin Young	2003-2004
Jessica Timpany	2005-2006
Mario Guerrero	2008-2009
Stuart Gray	2011-2012

**PSYCHOLOGICAL & BRAIN SCIENCES**

Gary Namie	1981-1982
Marisoa Donisi	1986-1987
Valerie Sims	1992-1993
Wendy Quinton	1999-2000

**RELIGIOUS STUDIES**

Roger Rapp	1983-1984
Kathryn McClymond	1995-1996
Nathan French	2010-2011

**SOCIOLOGY**

Steven Osuna	2013-2014
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**SPANISH & PORTUGUESE**

Cheyla Samuelson	2006-2007
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**THEATER & DANCE**

C. Beth Wynstra	2007-2008
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**WRITING PROGRAM**

Kenneth Osgood	1998-1999
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