



## DEPARTMENT OF THE NAVY

COMMANDANT OF MIDSHIPMEN  
U.S. NAVAL ACADEMY  
101 BUCHANAN ROAD  
ANNAPOLIS, MARYLAND 21402-5100

COMDTMIDNINST 1650.12B  
PRODEV/LEAD  
20 Jun 14

### COMMANDANT OF MIDSHIPMEN INSTRUCTION 1650.12B

From: Commandant of Midshipmen

Subj: COLLEEN S. SMILEY-OWENDOFF TEACHING EXCELLENCE AWARD

Encl: (1) Format for Statement of Qualifications of Nominees

1. Purpose. To describe the subject award and to publish the criteria and selection procedures for this annual award.

2. Cancellation. COMDTMIDNINST 1650.12A.

3. Background. The Division of Leadership, Education and Development (LEAD) and Division of Professional Development (PRODEV) are dedicated to preparing the Brigade of Midshipmen to excel in the Fleet. To this end, the Divisions teach those courses that are essential to their development as professional officers in the naval service. Dr. Colleen Smiley-Owendoff, an assistant professor of psychology, was devoted to providing Midshipmen with this critical educational foundation. A memorial fund in honor of Professor Smiley-Owendoff was established to support an annual award that is presented to the military or civilian faculty member who, by professional performance, best characterizes the principles of excellence in teaching. The fund is managed by the United States Naval Academy Alumni Association.

#### 4. Description

a. The Colleen S. Smiley-Owendoff Teaching Excellence Award is bestowed annually upon that military or civilian faculty member in either PRODEV or LEAD whose contributions through the teaching of midshipmen reflect the highest standards of excellence in education at the United States Naval Academy.

b. The award consists of a Naval Academy watch or suitable equivalent, and a plaque. Additionally, the name of the awardee will be inscribed on a plaque that is permanently displayed in Luce Hall.

#### 5. Eligibility

a. Any military or civilian faculty member who has taught for more than one year in either the Departments of Seamanship and Navigation or Division of Leadership, Education and Development is eligible for nomination.

b. Recipients of this award are not eligible for subsequent participation.

## 6. Qualifications

a. Nominees must demonstrate the ability to inspire Midshipmen to high levels of academic achievement and contribute to improvement of teaching methods or material evidenced by the vitality of classroom presentation, the thoroughness of preparation, interest in students, and capacity to impart knowledge and evoke response. Contributions could include text or course development, instruction techniques, or other classroom innovations.

b. The following activities will enhance a nominee's qualification and should be taken into consideration:

(1) Participation in other Professional Development or officer development activities. Involvement in summer training programs such as Off-Shore Sail Training Squadron (OSTS) and Yard Patrol Craft cruises (LANTPAT), Midshipman Liaison Officer (MLO), Professional Training of Midshipmen (PROTRAMID), and other training programs to include contributions to career information programs.

(2) Participation in Midshipmen activities. For example, service as officer or faculty representative of athletic teams, clubs, or extracurricular activities.

(3) Participation in other academically oriented activities. Involvement in faculty/Midshipmen research activities and advanced/independent study.

(4) Participation to further the accomplishment of the Naval Academy's mission. Service in other capacities, both within and outside the Academy, which enhance the functioning and the image of the Naval Academy or provide a service to Midshipmen.

7. Selection Procedures. Using the eligibility and qualification criteria established above, the following procedures will be used in selecting the annual recipient of the award.

a. The award will alternate between divisions to allow recognition to more instructors across different teaching disciplines.

b. On even numbered years, SEANAV Academic Department Head and on odd numbered years, the LEL Academic Department Head will nominate one faculty member for the award. Each nomination package should include material substantiating the nomination, using the format of enclosure (1), one copy of the instructor's student evaluations for the previous semester, and the faculty classroom assessment evaluation.

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c. The Selection Committee will review the qualifications and recommendations of the faculty member nominated and decide if their selection meets the spirit of the award.

8. Award Selection Committee. The Selection Committee will be co-chaired by the PRODEV Director and the LEAD Director, and will include either the SEANAV or LEL Chairman. Additionally, on alternating years, the PRODEV Deputy Director or the LEAD Deputy Director will act as secretary of the selection board.

9. Action

a. The PRODEV or LEAD Director shall:

(1) Ensure that all faculty and staff members in their departments are aware of this award.

(2) Establish procedures for the selection of the departmental nominees for the award.

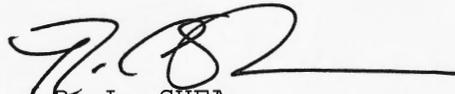
(3) Submit nomination package (original plus 5 copies) to the Division Director by 15 March.

b. The Award Selection Committee will review the qualifications of the nominees and forward the final selection, through the Commandant, to the Academic Dean and Provost by 1 April each year.

c. On alternating years, the PRODEV Deputy Director or LEAD Deputy Director will arrange for the engraving of the watch and plaque and also arrange an appropriate ceremony for presentation of the award, normally the annual Faculty Dedication Ceremony.

d. The Academic Dean and Provost will serve as awarding authority for the award.

10. Review Responsibility. The PRODEV Director and LEAD Director will review this instruction annually.



R. L. SHEA  
By direction

Distribution:  
Non-Mids (Electronically)

COLLEEN S. SMILEY - OWENDOFF TEACHING EXCELLENCE AWARD SUBMISSION

1. Name and Rank or Title: \_\_\_\_\_

2. Department: \_\_\_\_\_

3. Date Reported to USNA: \_\_\_\_\_

4. Courses Taught:

<u>Semester/Year</u>	<u>Course(s)</u>	<u># of Sections</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Education (degrees, dates, institutions): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. Military Background: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Teaching Ability (as evidenced by the vitality of classroom presentation, the thoroughness of preparation, interest in students and capacity to impart knowledge and evoke response): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. Participation in professional development/officer development activities (OSTS, YP cruises, CIP, honor remediation, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Participation in Midshipmen Activities (serve as officer/faculty representative, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. Participation in Academically Oriented Activities (include research activities, papers presented or published): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. Personal Attributes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Contribution to mission of parent division (PRODEV/LEAD): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_