



DEPARTMENT OF THE NAVY  
OFFICE OF THE PROVOST  
UNITED STATES NAVAL ACADEMY  
589 MCNAIR ROAD  
ANNAPOLIS MARYLAND 21402-1323

PROVOSTINST 12450.1G  
2/PRO  
18 Sept 2020

PROVOST INSTRUCTION 12450.1G

From: Provost

Subj: FACULTY AWARDS FOR EXCELLENCE IN TEACHING, RESEARCH AND SERVICE

- Encl: (1) Format for the Class of 1951 Military Faculty Teaching Excellence and the William P. Clements Award for Excellence in Education Nominations  
(2) Format for the Class of 1951 Civilian Faculty Teaching Excellence Award in Honor of Professor Theodore J. Benac Nominations  
(3) Format for the 1951 Faculty Research Excellence Award Nominations  
(4) Format for the Civilian Faculty Service Excellence Award Nominations  
(5) Format for the Military Professor Teaching Excellence Award Nominations  
(6) Format for the Apgar Award for Excellence in Teaching Nominations

1. Purpose. To institute and describe the subject awards and to establish criteria and selection procedures for these annual awards.

2. Cancellation. PROVOSTINST 12450.1F. Composition of the Teaching Awards committees and clarifications of the teaching awards selection procedures have been updated. The Statement of Qualifications have been updated for the Military Faculty Teaching Excellence and the William P. Clements Award for Excellence in Education, Class of 1951 Civilian Faculty Teaching Excellence Award in Honor of Professor Theodore J. Benac, Military Professor Teaching Excellence Award, and Apgar Award for Excellence in Teaching nominations.

3. Responsibility. The Provost has overall responsibility for the eligibility and selection criteria and for publishing the selection procedures.

4. Background. Excellence in teaching, research, and service are all critical to the vitality and intellectual progress of the Naval Academy and of the Midshipmen. For many years, the William P. Clements Award provided for annual recognition of the outstanding military instructor at the Naval Academy. Because of the unique make-up of the Naval Academy and the significant contributions made by its civilian faculty component, it has also been appropriate to recognize outstanding civilian faculty teaching, research, and service excellence through awards in these areas. Since 1994, the Naval Academy Class of 1951 has generously provide annual cash awards for the top military and civilian instructors, and since 2000, for the top civilian researcher. In 1995, the Superintendent's Civilian Faculty Award for Excellence in Service was established to further the mission of the Academy. In 1996, the Apgar Award for Excellence in Teaching was established to recognize in alternate years (1) the outstanding junior military faculty member who has taught at the Naval Academy for fewer than three years; and (2) the outstanding untenured junior civilian

faculty member who is in a tenure-track position. With the creation of the Permanent Military Professor position, the Military Professor Teaching Excellence Award was established in 2012.

5. The Class of 1951 Military Faculty Teaching Excellence Award and William P. Clements Award for Excellence in Education This award (hereafter: the "Military Faculty Teaching Excellence Award") is bestowed annually upon one military faculty member at the Naval Academy whose contributions to the academic, professional, and moral development of Midshipmen reflects the highest principles of excellence in education. The award consists of a significant cash award and an appropriate plaque. The names of each year's recipients are also inscribed on a prominent perennial plaque that is displayed in the lobby of the Nimitz Library and that recognizes the generosity of the Naval Academy Class of 1951.

a. Eligibility

(1) Any military officer who, at the time of the nomination, has completed at least three and no more than six semesters of teaching, carrying a normal full-time teaching load at the United States Naval Academy.

(2) Individuals who receive the award are not eligible for subsequent participation.

b. Qualifications

(1) The successful candidate will have demonstrated the ability to inspire Midshipmen to high levels of academic accomplishment, evidence of improvement of teaching materials and methods (such as development of new texts, courses, exercises, techniques of instruction or other classroom innovations, etc.), and involvement in the academic mentoring and advising of Midshipmen.

(2) The following activities also enhance a nominee's qualifications and should be considered when the nomination is made.

a) Participation in other academically-oriented activities. For example, involvement in Faculty/Midshipman research activities and active participation in scholarly and professional organizations.

b) Participation in Midshipman activities. For example, service as an officer representative of athletic teams and extracurricular activities, and involvement in various other Midshipman activities and programs.

c) Participation to further the accomplishment of the Naval Academy's mission. For example, service on various functional committees and in other capacities, both within and outside the Academy, which serves to enhance the functioning and the image of the Naval Academy.

c. Selection Procedures Using the eligibility and qualification criteria established above, the following procedures will be used in selecting the annual recipient of the Military Faculty Teaching Excellence Award:

(1) Each Department Chair normally should nominate one officer for the award to his/her respective School Dean/Division Director. Department Chairs will prepare substantiating material to support their nominees, using the format

provided in enclosure (1) of this instruction. An electronic version of the nomination is required.

(2) School Deans/Division Directors will review and endorse the Departmental nominees, which will be submitted to the Military Faculty Teaching Excellence Award Committee.

(3) The Military Faculty Teaching Excellence Award Committee will review each nominee's qualifications and any supporting documentation. Each member will construct an assessment of each nominee. Following committee discussions, the committee's assessments will be forwarded to the Provost. Committee members will meet with the Provost to discuss the nominees. Final selection is by the Provost.

d. Appointment of the Military Faculty Teaching Excellence Award Committee  
The Provost will appoint this committee. The Faculty Senate, after consultation with Department Chairs and School Deans/Division Directors, will nominate to the Provost one senior officer and one civilian professor from each academic school/division to serve on the Military Faculty Teaching Excellence Award Committee. One faculty member (either military or civilian) from LEL will be nominated to serve on the Military Faculty Teaching Excellence Award Committee. The committee will be co-chaired by the Deputy Director of Teaching, Learning, and Multimedia.

6. The Military Professor Teaching Excellence Award (for Permanent Military Professors and Junior Permanent Military Professors) This award is bestowed biennially in even-number academic years upon a PMP or PMI faculty member at the Naval Academy whose contributions to the academic, professional, and moral development of Midshipmen reflect the highest principles of excellence in education. The award consists of a suitable plaque awarded to the recipient and a perennial display of Military Professor Teaching Excellence Award recipients will be placed in the lobby of the Nimitz Library.

a. Eligibility

(1) Any PMP or PMI officer who, at the time of nomination, has completed at least six semesters of teaching, carrying a normal full-time teaching load at the United States Naval Academy, and who exhibits continued excellence in teaching and sustained contributions to the intellectual professional development of Midshipmen.

(2) Individuals who receive the award are not eligible for the subsequent five (5) years.

b. Qualifications

(1) The successful candidate will have demonstrated the ability to inspire Midshipmen to high levels of academic accomplishment, evidence of improvement of teaching materials and methods (such as development of new texts, courses, exercises, techniques of instruction or other classroom innovations, etc.), and involvement in Midshipmen research and in the academic mentoring and advising of Midshipmen.

(2) The following activities also enhance a nominee's qualifications and should be considered when the nomination is made:

(a) Participation to further the accomplishment of the Naval Academy's mission. For example, service on various functional committees and in other capacities, both within and outside the Academy, which serves to enhance the functioning and the image of the Naval Academy.

(b) Participation in Midshipman activities to foster leadership development. For example, service as officer representative of athletic teams and extracurricular activities, and involvement in various other Midshipman activities and programs.

c. Selection Procedures Using the eligibility and qualification criteria established above, the following procedures will be using in selecting the biennial recipient of Military Professor Teaching Excellence Award.

(1) Each Department Chair normally should nominate one officer for the award to his/her respective School Dean/Division Director. Department Chairs will prepare substantiating material to support their nominees, using the format provided in enclosure (5) of this instruction. An electronic version of the nomination is required.

(2) School Deans/Division Directors will review and endorse the Departmental nominees, which will be submitted to the Military Faculty Teaching Excellence Award Committee.

(3) The Military Faculty Teaching Excellence Award Committee will review each nominee's qualifications and any supporting documentation. Each member will construct an assessment of each nominee. Following committee discussions, the committee's assessments will be forwarded to the Provost. Committee members will meet with the Provost to discuss the nominees. Final selection is by the Provost.

## 7. Civilian Faculty Awards for Excellence in Teaching, Research, and Service

### a. Description

(1) The Class of 1951 Civilian Faculty Teaching Excellence Award in honor of Professor Theodore J. Benac will be presented annually to one civilian faculty member at the Naval Academy who has exhibited continued excellence in teaching and sustained contributions to the intellectual development of Midshipmen.

(2) The Class of 1951 Faculty Research Excellence Award will be presented annually to the faculty member, civilian or military, at the Naval Academy who has exhibited the highest quality continued scholarly achievement through research.

(3) The Civilian Faculty Service Excellence Award will be presented annually to the civilian faculty member at the Naval Academy who has exhibited the highest degree of continued service through involvement in administrative and Brigade-support activities that advance and enhance the mission of the Naval Academy.

(4) Each award will consist of suitable plaques, one awarded to each individual and a plaque located on permanent display in the lobby of the Nimitz Library. The cash prizes associated with the Civilian Faculty Teaching and Faculty Research Awards are possible through the generosity of the Naval Academy

Class of 1951. The cash prize for the Civilian Faculty Service Award is made possible by the Superintendent.

b. Eligibility

(1) Any civilian Naval Academy faculty member who, at the time of nomination, has served in a full-time capacity with at least ten (10) years of civilian service at USNA is eligible for the Class of 1951 Civilian Faculty Teaching Excellence Award.

(2) Nominees for the Class of 1951 Faculty Research Excellence Award must be a faculty member who, at the time of nomination, is in a full-time capacity and has been conducting research at USNA for a minimum of five years.

(3) Nominees for the Civilian Faculty Service Excellence Award must have, at the time of nomination, a minimum of fifteen (15) years civilian service at USNA.

(4) Individuals who have received an award are ineligible for consideration for that award during the subsequent five academic years.

c. Qualifications

(1) Class of 1951 Civilian Faculty Teaching Excellence Award in honor of Theodore J. Benac A faculty member will have demonstrated a sustained ability to inspire Midshipmen to high levels of academic accomplishment and to improve the level of classroom instruction at the Naval Academy.

(2) Class of 1951 Faculty Research Excellence Award A faculty member will have produced significant results through original research and publication. The results of this research will have significantly increased the body of knowledge in his or her field of scholarship, and have furthered the accomplishments of the Naval Academy's mission by assisting in the intellectual development of Midshipmen.

(3) Civilian Faculty Service Excellence Award A faculty member will have enhanced the mission of the Naval Academy through extraordinary Yardwide, School, Divisional, or Departmental service.

d. Selection Procedures Guided by the criteria in 7a through 7c above, and any additional information (such as annual milestones and deadlines) provided annually by the Office of the Provost, the following procedures will be used in selecting the recipients of each award:

(1) Each Department Chair normally should nominate one qualified faculty member for each award. Department Chairs will prepare substantiating material to support their nominees, using the formats in enclosures (2), (3), and (4). An electronic version of the nomination is required. Should no faculty member in the Department be nominated, a negative report should be submitted.

(2) School Deans/Division Directors, in consultation with Associate Deans/Senior Professors, will review Departmental nominees and supply an appropriate endorsement without ranking.

(3) The appropriate committee designated in paragraph 7e below will

review each nominee's qualifications and any supporting documentation. Each member will construct an assessment of each nominee. Following committee discussions, the committee's assessments will be forwarded to the Provost. Committee members will meet with the Provost to discuss the nominees. Final selection is by the Provost.

e. Review Committee

(1) The Civilian Faculty Teaching Excellence Award Committee will be co-chaired by the Deputy Director of Teaching, Learning, and Multimedia. The Research Excellence Award Committee and the Service Excellence Award Committee will be co-chaired by the Director of Research and Scholarship. Each committee will consist of six civilian or military faculty members, as follows:

Two representatives from each of the following entities:

School of Engineering and Weapons  
 School of Humanities and Social Sciences  
 School of Mathematics and Science

One representative from the Department of LEL or Physical Education

(2) The Senate nominates committee members to the Provost for appointment after consultation with their respective School Dean or Division Director and Department Chairs.

f. Action

(1) The Provost will:

(a) Amplify, as necessary, the selection guidance and procedures, e.g., implementing timetables and deadlines, for each award.

(b) Institute and publicize any changes in selection criteria for each award.

(c) Serve as final selection authority for each award.

(d) Make arrangements for appropriate award presentation ceremonies.

(2) The Civilian Faculty Teaching Excellence Award Committee, the Faculty Research Excellence Award Committee, and the Civilian Faculty Service Award Committee will:

(a) Review and refine procedures and criteria for approval and implementation, as appropriate, by the Provost.

(b) Review the qualifications and recommendations of those nominated. Following committee discussions, each member will construct an assessment of each nominee. The committee assessments will be forwarded to the Provost. Committee members will meet with the Provost to discuss the nominees. Final selection is by the Provost.

8. The Apgar Award for Excellence in Teaching

a. Description

(1) This award, established in 1996 through the generosity of Mahlon Apgar IV and Anne Demarest Apgar, is intended to recognize, encourage, and reward individual faculty members at the Naval Academy who have had a demonstrable impact on their students and/or who have made a significant contribution to the art of teaching and counseling students. The Apgar Award places special emphasis on instilling the values of character, responsibility, and integrity of Naval and Marine Corps officers as a result of the individual faculty member's personal example and methods.

(2) The Apgar Award will consist of a suitable plaque awarded to the annual winner; accompanying the Apgar Award is a significant cash prize provided by Mr. and Mrs. Apgar. In addition, a perennial display of Apgar Award recipients will be placed in the lobby of the Nimitz Library.

(3) This award will alternate annually between military and civilian recipients, based on qualifications described in 8c below. Military recipients will be considered during the Spring semester of odd-numbered years, civilians in even-numbered.

b. Eligibility Two categories of full-time faculty members are eligible for the award

(1) Rotational military officers who, at the time of nomination, have completed no more than six semesters of teaching at the Naval Academy while carrying a normal full-time teaching load

(2) Tenure-track civilian faculty carrying a normal full-time teaching load at the rank of assistant professor and who have not yet received tenure.

c. Qualifications Four criteria of special relevance to the award's purpose will be used in evaluating candidates for the award.

(1) Effectiveness in teaching the qualities of leadership, with special emphasis on character, responsibility, and integrity, through the academic environment, curriculum, and mentoring roles outside the classroom.

(2) Demonstrated performance in stimulating a love of learning and in motivating and enabling students to learn.

(3) Contributions in developing and applying innovative methods of teaching to achieve these aims.

(4) Commitment to new teaching pedagogy and development of skills among teaching peers.

d. Selection Procedures Guided by the criteria in 8b and 8c above, the following procedure will be used in selecting the recipient of the award:

(1) In accordance with paragraphs 8a and 8b above, each Department Chair may nominate one civilian or military faculty member for the award. Department Chairs will prepare substantiating material to support their nominees, using the format in enclosure (6). An electronic version of the nomination is required. Should no faculty member in the Department be nominated, a negative report will be submitted.

(2) School Deans/Division Directors will review Departmental nominees and supply an appropriate endorsement without ranking to the Provost.

(3) The appropriate committee will review each nominee's qualifications and any supporting documentation. Each member will construct an assessment of each nominee. Following committee discussions, the committee's assessments will be forwarded to the Provost. Committee members will meet with the Provost to discuss the nominees. Final selection is by the Provost.

e. Action

(1) Military Faculty Teaching Excellence Awards Committee In the spring of odd-numbered years, when military candidates are being considered, the Military Faculty Teaching Excellence Award Committee will review applications for the Apgar Award and in even-number years will review the applications for the Military Professor Teaching Excellence Award.

(2) Civilian Faculty Teaching Excellence Award Committee In spring of even-numbered years, when civilian candidates are being considered, the Civilian Faculty Teaching Excellence Award Committee will review applications for the Apgar Award.

9. Implementation

a. School Deans/Division Directors will:

(1) Ensure that faculty members of their divisions are aware of the existence of these awards.

(2) Endorse and forward Departmental nominees for each award.

(3) Nominate prospective members for the selection committee to the Provost via the Faculty Senate.

b. Department Chairs will:

(1) Ensure that faculty members are aware of the existence of these awards.

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

(3) Prepare and submit separate nominations for these awards annually, including negative reports if there are no nominations.



A. T. Phillips

Distribution:  
AC  
President, Faculty Senate

THE CLASS OF 1951 MILITARY FACULTY TEACHING EXCELLENCE AWARD AND THE WILLIAM  
P. CLEMENTS AWARD

STATEMENT OF QUALIFICATIONS

1. Name:
2. Department and Date Reported to USNA:
3. Education (degrees, dates, institutions):
4. Military Background:
5. Courses Taught (previous three years):

ACADEMIC YEAR	SEMESTER	COURSE TITLE & CREDITS	# OF SECTIONS
<i>for example:</i>			
AY20	Fall	Seakeeping & Maneuvering (EN455, 2-2-3)	2

*The candidate should provide information that will allow the committee to evaluate their ability to inspire Midshipmen to high levels of academic accomplishment, their improvement of teaching materials and methods, and their involvement in academic mentoring and advising of Midshipmen. The following sections should be addressed in the candidate's statement and should provide evidence of the candidate's contributions to the academic, professional, and moral development of midshipmen, reflecting the highest principles of excellence in education. Samples of evidence to support the candidate's statements can be included and referenced as appendices.*

6. Provide a teaching statement. This can include a teaching philosophy and/or description of the candidate's approach to teaching. Please include reflections that help explain, contextualize, and highlight information related to the candidate's ability to inspire midshipmen to high levels of academic accomplishment, their improvement of teaching materials and methods, and their involvement in academic mentoring and advising of midshipmen. If relevant, reflections on SOFs or other sources of student input should be included.

7. Provide a summary of the candidate's teaching ability, as evidenced by the vitality of classroom presentation, the thoroughness of preparation, the interest in students, the capacity to impart knowledge and evoke response. This section can include descriptions of personal attributes, such as cooperation, initiative, and integrity.

8. Provide discussion and evidence of the candidate's efforts in improving pedagogy and/or the breadth of courses taught. For example, the improvement of teaching material and methods, such as the development of new texts, courses, exercises, techniques of instruction or other classroom innovations, etc., can be used to support pedagogy efforts and course summary descriptions can be used to provide evidence of breadth of courses taught.

9. Provide discussion and evidence of participation in academically oriented activities, as evinced, for example, by Midshipmen research activities and academic counseling.

10. List participation in Midshipmen activities, such as service as officer representative, etc. and, where relevant, provide a brief description of the level of involvement.

11. Describe the nominee's contribution to the overall USNA mission, such as service on functional committees and in other capacities that enhance the functioning and image of the Naval Academy.

12. If the nominee is selected, a statement for the award selection announcement will need to be submitted (limit to 200 words).

13. In addition to the package addressing the topics above, the nomination packet should include a brief course by course summary or teaching reflection along with one copy of all student evaluations for the past six semesters and a photograph of the nominee.

14. Teaching Portfolios are allowed but not required. Limited to a single binder or equivalent.

Enclosure (1)

THE CLASS OF 1951 CIVILIAN FACULTY TEACHING EXCELLENCE AWARD,  
IN HONOR OF PROFESSOR THEODORE J. BENAC

STATEMENT OF QUALIFICATIONS

1. Name:
2. Department and Date Reported to USNA:
3. Academic Rank:
4. Education (degrees, date, institutions):
5. Years Teaching Experience (USNA/ total):
6. Courses Taught (previous three years):

ACADEMIC YEAR	SEMESTER	COURSE TITLE & CREDITS	# OF SECTIONS
<i>for example:</i>			
AY20	Fall	Seakeeping & Maneuvering (EN455, 2-2-3)	2

*The candidate should provide information that will allow the committee to evaluate their sustained ability to inspire midshipmen to high levels of academic accomplishment and to improve the level of classroom instruction at the Naval Academy.*

*Though not required, evidence to support the candidate's statements can be included in an accompanying Teaching Portfolio (limited to a single binder or equivalent).*

7. Provide a teaching statement. This can include a teaching philosophy and/or description of the candidate's approach to teaching. Please include reflections that help explain, contextualize, and highlight information related to the candidate's ability to inspire midshipmen to high levels of academic accomplishment and to improve the level of classroom instruction at the Naval Academy. If relevant, reflections on SOFs or other sources of student input should be included.

8. Provide evidence of teaching ability, including examples of classroom vitality and ability to excite and educate Midshipmen.

9. Describe contributions to classroom pedagogy, curriculum development and/or teaching and learning scholarship.

10. Describe contributions to the intellectual development of Midshipmen, inside and outside the classroom.

11. Provide a statement on the impact of the candidate's teaching contributions to USNA.

12. Include a complete curriculum vitae.

13. If the nominee is selected, a statement for the award selection announcement will need to be submitted (limit to 200 words).

14. In addition to the package addressing the topics above, the nomination packet should include one copy of all student evaluations for the past six semesters and a photograph of the nominee.

15. Teaching Portfolios are allowed but not required. Limited to a single binder or equivalent.

Enclosure (2)

THE CLASS OF 1951 FACULTY RESEARCH EXCELLENCE AWARD

STATEMENT OF QUALIFICATIONS

1. Name:
2. Department:
3. Academic Rank:
4. Education (degrees, date, institutions):
5. Years Research Experience (USNA/ total):
6. Research Sponsors (previous five years):
7. Midshipman research involvement:
8. Publications (previous five years):
9. Professional involvement:
10. Impact and value of research and honors received:
11. Any letters of support, from internal or external peer groups:
12. Statement for announcement if nominee is selected (limited to 200 words):

Enclosure (3)

CIVILIAN FACULTY SERVICE EXCELLENCE AWARD

STATEMENT OF QUALIFICATIONS

1. Name:
2. Department:
3. Academic Rank:
4. Education (degrees, date, institutions):
5. Years Research Experience (USNA/ total):
6. Nature of service(s): (specific actions taken for the last fifteen years; length of time dedicated to each action, level of responsibility, results of the activity, impact on USNA.)
7. Comment on nominee's execution of the regular and ordinary faculty responsibilities such as advising and submission of reports:
8. Teaching and research responsibilities:
9. Participation in related activities outside USNA:
10. Personal attributes and honors received:
11. Value to USNA:
12. Statement for announcement if nominee is selected (limited to 200 words)

Enclosure (4)

MILITARY PROFESSOR TEACHING EXCELLENCE AWARD

STATEMENT OF QUALIFICATIONS

1. Name:
2. Department and Date Reported to USNA:
3. Academic Rank:
4. Education (degrees, dates, institutions):
5. Military Background:
6. Years Teaching Experience (USNA / Total):
7. Courses Taught (previous three years) :

ACADEMIC YEAR	SEMESTER	COURSE TITLE & CREDITS	# OF SECTIONS
<i>for example:</i>			
AY20	Fall	Seakeeping & Maneuvering (EN455, 2-2-3)	2

*The candidate should provide information that will allow the committee to evaluate their ability to inspire Midshipmen to high levels of academic accomplishment, their improvement of teaching materials and methods, and their involvement in academic mentoring and advising of Midshipmen. The following sections should be addressed in the candidate's statement and should provide evidence of the candidate's contributions to the academic, professional, and moral development of midshipmen, reflecting the highest principles of excellence in education. Samples of evidence to support the candidate's statements can be included and referenced as appendices.*

8. Provide a teaching statement. This can include a teaching philosophy and/or description of the candidate's approach to teaching. Please include reflections that help explain, contextualize, and highlight information related to the candidate's ability to inspire midshipmen to high levels of academic accomplishment, their improvement of teaching materials and methods, and their involvement in academic mentoring and advising of midshipmen. If relevant, reflections on SOFs or other sources of student input should be included.

9. Provide a summary of the candidate's teaching ability, as evidenced by the vitality of classroom presentation, the thoroughness of preparation, the interest in students, the capacity to impart knowledge and evoke response. This section can include descriptions of personal attributes, such as cooperation, initiative, and integrity.

10. Provide discussion and evidence of the candidate's efforts in improving pedagogy and/or the breadth of courses taught. For example, the improvement of teaching material and methods, such as the development of new texts, courses, exercises, techniques of instruction or other classroom innovations, etc., can be used to support pedagogy efforts and course summary descriptions can be used to provide evidence of breadth of courses taught. Activities helping improve teaching at USNA, such as serving as course director/coordinator, CTL conference presentations, mentoring teaching development in colleagues, etc.).

11. Provide discussion and evidence of participation in academically-oriented activities (for example, by Midshipmen research activities) and

involvement in academic counseling (for example, serving as Senior Academic Adviser or participating in Plebe Advising).

12. Describe the nominee's contribution to fostering leadership development in midshipmen, such as service as officer representative, ECA involvement, experiences with remediation, etc. and, where relevant, provide a brief description of the level of involvement.

13. Provide details about the nominee's involvement with midshipmen projects and/or pedagogical research, including activities such as serving as a capstone adviser.

14. Provide information about the nominee's service to USNA that is in addition to teaching and midshipmen involvement (candidate research activities, serving as Associate Chair, assessment committee service, etc.), and serves to enhance the functioning and image of the Naval Academy.

15. If the nominee is selected, a statement for the award selection announcement will need to be submitted (limit to 200 words).

16. In addition to the package addressing the topics above, the nomination packet should include a brief course by course summary or teaching reflection along with one copy of all student evaluations for the past six semesters. Including a photograph of the nominee is optional.

17. Teaching Portfolios are allowed but not required. Limited to a single binder or equivalent.

Enclosure (5)

APGAR AWARD FOR EXCELLENCE IN TEACHING

STATEMENT OF QUALIFICATIONS

Name:

1. Department and Date Reported to USNA:
2. Academic Rank:
3. Education (degrees, dates, institutions):
4. Courses Taught (previous three years):

ACADEMIC YEAR	SEMESTER	COURSE TITLE & CREDITS	# OF SECTIONS
<i>for example:</i>			
AY20	Fall	Seakeeping & Maneuvering (EN455, 2-2-3)	2

*The candidate should provide information that will allow the committee to evaluate their impact on students, their significant contribution to the art of teaching and counseling of students, and their ability to instill the values of character, responsibility, and integrity of Naval and Marine Corps officers as a result of the faculty member's personal example and methods. The following sections should be addressed in the candidate's statement. Samples of evidence to support the candidate's statements can be included and referenced as appendices.*

5. Provide a teaching statement. This can include a teaching philosophy and/or description of the candidate's approach to teaching. Please include reflections that help explain, contextualize, and highlight information related to the candidate's impact on students and their ability to instill the values of character, responsibility, and integrity of Naval and Marine Corps officers as a result of the faculty member's personal example and methods. If relevant, reflections on SOFs and other sources of student input should be included.
6. Provide a summary of the candidate's teaching ability, as evidenced by development and application of innovative teaching methods. Include evidence of commitment to new teaching pedagogy and the development of skills among teaching peers.
7. Provide evidence of engagement with midshipmen. In particular, describe effectiveness in teaching the qualities of leadership, with special emphasis on character, responsibility, and integrity, through interactions in the academic environment, through the curriculum, and in mentoring roles outside the classroom.
8. Provide evidence of having stimulated a love of learning and in motivating and enabling students to learn.
9. For civilian faculty nominees, provide details about the nominee's contributions to research and scholarship in their discipline.
10. Provide information about the nominee's service to USNA that is in addition to teaching and midshipmen involvement (research activities, serving as Associate Chair, assessment committee service, etc.).

11. If the nominee is selected, a statement for the award selection announcement will need to be submitted (limit to 200 words).

12. In addition to the package addressing the topics above, the nomination packet should include a brief course by course summary or teaching reflection along with one copy of all student evaluations for up to the past six semesters and a photograph of the nominee.

13. Teaching Portfolios are allowed but not required. Limited to a single binder or equivalent.

Enclosure (6)