Leepoxy Plastics, Inc.
Award for Excellence in Undergraduate Teaching
Established in September 2003
By Lawrence Lee, President of Leepoxy Plastics, Inc.

PURPOSE

The Leepoxy Plastics, Inc. Award for Excellence in Undergraduate Teaching will benefit faculty at Indiana University-Purdue University Fort Wayne who demonstrate excellence in undergraduate teaching. The accomplishment can result from a single activity, project or course to encourage innovative teaching and learning experiences.

Examples include:

- Specific course modifications or curriculum development
- New methods for dealing with extraordinary teaching/learning situations such as large enrollments or special audiences
- Innovative laboratory experiences

The awardee receives a one-time award of $1,000 to be used for professional purposes, such as attending a seminar or workshop related to teaching, purchasing teaching aids, or for any other teaching-related purpose instrumental to the development of the recipient, his/her academic department, and IPFW.

ELIGIBILITY

All members of the IPFW full-time and part-time instructional faculty who teach undergraduate classes are eligible for this award.

DEADLINE AND RECOGNITION

Applications are due Monday, 5:00 p.m. March 18, 2013. The winner will be notified in April, and the award will be formally announced at the Chancellor’s Convocation in August.

NOMINATING PROCEDURES

Faculty may be self-nominated or nominated by another individual. Nominees will prepare their own materials for submission.

THE SELECTION COMMITTEE
The selection committee will consist of one administrator, two faculty and two students. One faculty member and one student should be from the School of Arts and Sciences. Committee members will be appointed by the Vice Chancellor for Academic Affairs from a slate of nominees selected in consultation with the academic deans and with appropriate student groups on campus.

**STEWARDSHIP OF THE AWARD**

The recipient will be required to write a letter to the award sponsor, Mr. Lawrence Lee, care of Leepoxy Plastics, Inc., 3706 W. Ferguson Road, Fort Wayne, IN 46809, describing how the award benefited the recipient, department, and IPFW.

**NOMINATION PACKAGE**

The nomination package, not to exceed six pages (exclusive of cover sheet and CV) shall consist of the following information in the order outlined below.

1. A cover sheet (see attached) that includes the nominee’s and nominator’s name, rank and department and the endorsement signature of the department chair/director.
2. The nomination summary statement (Pg. 2 of the cover sheet).
3. A statement of the need the activity addressed
   
   *On what basis was the design or approach to teaching selected? What needs or objectives of the nominee’s course/program were addressed and how? Describe the pedagogical justification for the approach.*
4. A description of the activity
5. Unique features of the activity
6. The date the activity was undertaken and if the activity is ongoing
7. Objective evidence of how learning was enhanced
   
   *Supporting materials may include the following: examples of student work or projects (with permission of student); presentations of student research; learning materials generated by candidate (with analysis/discussion of effects on student learning); letters from departmental chairs, peer reviewers or colleagues of team-taught courses; publications analyzing the validity and effectiveness of the approach/activity.*

**All materials should help demonstrate how learning was enhanced.**

8. Names of colleagues or students able to provide evaluative statements
9. A copy of the nominee’s CV.

Incomplete applications will not be considered.
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Return completed applications to:
Gail Rathbun, KT 234 by 5:00 p.m. March 18, 2013

Cover Letter

The Nominee

Name: _____________________________________________________________

Title: ______________________________________________________________

Department: ________________________________________________________

Phone: __________________________ E-mail ______________________________

The Nominator (if applicable)

Name: _____________________________________________________________

Title: ______________________________________________________________

Department: ________________________________________________________

Endorsement by the department chair/director

I support this candidate’s application for the Leepoxy Teaching Award

_______________________________________              _____________________
Signature of the department chair/director                                      Date
Nomination Summary: In no more than 100 words, summarize the nominee’s accomplishments and state why the activity merits the award.