MEMORANDUM

TO: Deans and Departmental Chairs

FROM: Michael Fontaine, Acting Dean of Faculty

SUBJECT: New Weiss Teaching Awards

DATE: February 1, 2016

I am pleased to inform you that the family of the late Stephen H. Weiss ’57, chairman emeritus of the Cornell Board of Trustees, has recently expanded the long-standing Stephen H. Weiss Presidential Fellowships program to include two new university-wide awards for excellence in undergraduate teaching. These are:

- The Stephen H. Weiss Provost’s Teaching Fellows: two awards per year, to be awarded to non-tenure-track faculty (Lecturers or Senior Lecturers, Professors of the Practice or Clinical Professor, and, in exceptional cases, Research and Senior Research Associates), in recognition of a strong commitment to teaching.
- The Stephen H. Weiss Junior Fellows: two awards per year, to be awarded to early-career, tenured faculty (likely Associate Professors), in recognition of excellence in teaching and mentoring.

These new awards are more fully described in the attached new calls for nominations, which accompany the call for nominations of the Weiss Presidential Fellows. I strongly encourage you to submit nominations for these new fellowships in addition to the Weiss Presidential Fellowships. The first review of nominations will take place in May 2016, for awards announced in January 2017.
CALL FOR NOMINATIONS  
Stephen H. Weiss Provost’s Teaching Fellowships

In order to acknowledge and encourage innovative undergraduate teaching among non-tenure-track faculty, the family of the late Stephen H. Weiss ’57, chairman emeritus of the Cornell University Board of Trustees, has expanded the long-standing Stephen H. Weiss Presidential Fellowships to include a new university-wide award. The Stephen H. Weiss Provost’s Teaching Fellowships will be made annually to non-tenure-track individuals with a major commitment to teaching (normally Lecturers or Senior Lecturers, Professors of the Practice, or Clinical Professors; in exceptional cases, Research Associates and Senior Research Associates with significant teaching accomplishments may qualify). Recipients will receive $3,000 per year award, for five years, as long as they continue to hold a professional appointment at Cornell. “Stephen H. Weiss Provost’s Teaching Fellow” is a permanent designation that may be held with any other academic title.

Criteria for selection:

Nominees are Cornell non-tenure-track faculty with demonstrated strong interest and accomplishment in educational endeavors, and with promise for continued excellence in teaching. Specifically, a Weiss Provost’s Teaching Fellow will have achieved success by:

- making distinctive contributions to teaching, including challenging and well-organized presentations of material, use of innovative teaching methods that enhance active learning of core concepts in the field, and readily availability to students outside the class;
- influencing students beyond the formal role as an instructor, including academic advising, mentoring students in individual theses and other scholarly projects, advising student organizations, and interacting with students in informal contexts;
- helping students in informal ways, such as advising students faced with personal problems or illnesses to locate resources that may alleviate their problems.

Procedure

A member of the faculty, the academic staff, or a student may submit a nomination; typically, this is done by the Chair of the department of the nominee. Students who wish to submit a nomination are encouraged to contact the faculty member’s department Chair for assistance in assembling supporting materials.

All nomination submissions must include two (but not more than two) letters of support from members of the faculty or academic staff, and six (but not more than six) letters of support from the nominee’s current or former undergraduate students. Re-nominations are encouraged.

FULL NOMINATION INSTRUCTIONS ARE INCLUDED. PLEASE FOLLOW THESE INSTRUCTIONS WHEN SENDING IN YOUR NOMINATIONS.

NOMINATIONS DEADLINE:  MARCH 11, 2016
CALL FOR NOMINATIONS
Stephen H. Weiss Junior Fellowships

In order to acknowledge and encourage innovative undergraduate teaching, the family of the late Stephen H. Weiss ’57, chairman emeritus of the Cornell University Board of Trustees, has expanded the long-standing Stephen H. Weiss Presidential Fellowships to include a new university-wide award. The Stephen H. Weiss Junior Fellowships will be made annually to two early-career, tenured professors (typically Associate Professors) who have demonstrated excellence in teaching and mentoring. Even though teaching excellence is the principal criterion for selection, Stephen H. Weiss Junior Fellows should also be notable scholars in their chosen fields. Recipients will receive $3,000 per year award, for five years, as long as they continue to hold a professorial appointment at Cornell. Stephen H. Weiss Junior Fellows may use the title during the five-year term of their award.

Criteria for selection:

Nominees are early-career, tenured Cornell faculty who have shown strong interest and accomplishment in various educational endeavors, with promise for continued excellence in teaching. Specifically, a Weiss Junior Fellow will have achieved success by:

- making distinctive contributions to teaching, including challenging and well-organized presentations of material, use of innovative teaching methods that enhance active learning of core concepts in the field, and ready availability to students outside the class;
- influencing students beyond the formal role as an instructor, including academic advising, mentoring students in individual theses and other scholarly projects, advising student organizations, and interacting with students in informal contexts;
- helping students in informal ways, such as advising students faced with personal problems or illnesses to identify resources available to them.

Procedure

A member of the faculty, the academic staff, or a student may submit a nomination; typically, this is done by the Chair of the department of the nominee. Students who wish to submit a nomination are encouraged to contact the faculty member’s department Chair for assistance in assembling supporting materials.

All nomination submissions must include two (but not more than two) letters of support from members of the faculty or academic staff, and six (but not more than six) letters of support from the nominee’s current or former undergraduate students. Re-nominations are encouraged.

FULL NOMINATION INSTRUCTIONS ARE INCLUDED. PLEASE FOLLOW THESE INSTRUCTIONS WHEN SENDING IN YOUR NOMINATIONS.

NOMINATIONS DEADLINE: MARCH 11, 2016
NOMINATION INSTRUCTIONS

COMPLETED PACKAGE CHECKLIST:

- 2 Faculty letters
- 6 Student letters
- Courses taught, level, enrollments for past 5 years (form attached)
- Summarized student evaluations for same time period
- Nominations must include syllabi of the courses taught by the Nominee
- Nominations must include a list of all courses taught by the Nominee AND a list of courses taught by the Nominee in the past 10 years
- Nominations must include numerical summaries of course evaluations (e.g. numerical scores or, if that is not possible, a systematic, straightforward, and as quantitative-as-possible summary of the data)* SUCH DATA ARE PREFERRED WHEREVER POSSIBLE BUT NOMINATIONS ARE PERFECTLY ACCEPTABLE WHEN THEY ARE NOT AVAILABLE.
- Vitae...complete to include awards, research/extension, publications, other scholarly material, committees related to teaching, etc.
- Nominators should include a Table of Contents with the Nominations packet

IMPORTANT:

- All nomination submissions must include two (but no more than two) letters of support from members of the faculty or academic staff, and six (but no more than six) letters of support from the nominee's current or former undergraduate students
- Nominations without course-evaluations, or ones that include only (many) handwritten student-comments, cannot be considered.
- Nominations that present only “a selected set” of student course-evaluations will not be considered.
- Although the committee recognizes that department teaching-norms differ, and thus will consider exceptions, in general a nominee whose classroom-teaching excellence is in largely or only a single course is less likely to be successful.
- New Weiss Teaching Fellows award will be given to recently tenured Associate Professors
- New Weiss Junior Fellows award will be given to non-tenure track faculty (Lecturers/Senior Lecturers, Professor of Practice, Clinical Professor, Research/Senior Research Associates)
- No Weiss Faculty/Student Committee member may nominate a Weiss Fellow or write a letter-of-support for any nominee while serving on the Weiss selections committee.
- A member of the faculty, the academic staff, or a student may submit a nomination. Students who wish to submit a nomination are encouraged to contact the faculty member’s department chair for assistance in assembling supporting materials.
- Re-nominations are encouraged

SEND COMPLETE NOMINATION PACKAGE AS ONE PDF TO KAREN LUCAS AT KL24@CORNELL.EDU BY FRIDAY, MARCH 11, 2016.