The President’s Fritz B. Burns Distinguished Teaching Award

1. History of the Award
The President’s Distinguished Teaching Award is named after Mr. Fritz B. Burns, who during his lifetime was a major benefactor to Loyola Marymount University. Each academic year, one Distinguished Teaching Award will be given.

2. Eligibility
All full-time, tenured faculty members of LMU are eligible for the Distinguished Teaching Award. Previous winners are not eligible. Faculty members who submitted an application for 2017 will have the opportunity to be considered for the award again in 2018 (please note that applications only rollover for one year). These faculty members will have the opportunity to update their application materials if necessary. The Chair of the Faculty Awards Committee will communicate with these faculty members.

3. Purpose of the Award
The purpose of the award is to encourage and reward excellence in teaching at Loyola Marymount University.

4. Nominations
Nominations in the form of a signed letter sent electronically (via email) addressed to the President, in care of Deena González, Associate Provost for Faculty Affairs, may come from any tenured or tenure-track member of the faculty. The nomination and application process is outlined below (see #6).

5. Criteria for Teaching Excellence
Teaching and research are both essential duties of the LMU faculty members. Indeed, excellence in teaching and excellence in creative and scholarly activity go hand in hand. The award recognizes faculty members who successfully have united these two roles through their teaching achievements.

The criteria for selection include:
- Ability to inspire students in intellectual and creative thinking;
- Command of their discipline and continuous growth in their field of study;
- Use of innovative or creative pedagogy;
- Mentoring of students.

6. Supporting Evidence
Applicants must submit all of the application materials except the dean and chair letters to BOX by Wednesday, February 14, 2018. Contact Athena Simpson in the Office of Faculty Affairs, athena.simpson@lmu.edu, for access to BOX. Applicants should clearly label all files.

The application should include:
- The candidate’s curriculum vitae;
- A statement by the candidate, limited to three pages, which addresses his or her teaching philosophy, how he or she meets the award criteria, and how the submitted materials provide insight into teaching excellence.
Candidates may also choose to submit the following materials:

- An overall summary of data from student evaluations of teaching from the last six semesters, not including summer school.
- Supporting letters from current and former students, not to exceed three.*
- Supporting letters from colleagues (e.g., peer teaching observations), not to exceed three.*

After receiving the completed application, the candidate’s department chair will review the material, compose a signed letter of recommendation, and upload it to BOX by **Friday, February 23, 2018.** The candidate’s dean will then compose a signed letter of recommendation, and upload it to BOX by **Monday, March 12, 2018.** The letters of recommendation should clearly address how the nominee has demonstrated achievement in the criteria for the award (see above).

7. Review Procedures
Completed applications will be reviewed by the Faculty Awards Committee, which will then make a recommendation to the Executive Vice President and Provost.

8. The Award
The President’s Fritz B. Burns Distinguished Teaching Award consists of a University medal and a monetary award of $5,000.

9. Award Announcements
The President’s Fritz B. Burns Distinguished Teaching Award will be announced at the Academic Awards Convocation on April 19, 2018, at 3 PM in the Sacred Heart Chapel. A reception will follow in the Sculpture Garden.

The award recipient will also be announced at the Burns/Rains Awards Ceremony on April 25, 2018 at 3:30 PM in the Ahmanson Auditorium. Because public recognition is an integral part of the award, the recipient must attend this event and deliver a brief talk. A reception will follow at the Marymount Institute.

The award recipient will also be announced at the 2018 Commencement Ceremony.

* Only sole-authored and signed letters of support or nomination will be accepted.