

Jay M. Robinson University-wide eTeaching Award, 2009-2010

The Jay M. Robinson (JMR) annual award was originally launched in 2006-2007. It will be supported annually until the 2010-2011 academic year, at the end of which period the endowed professorship incumbent will consult with the Provost or his/her designee, the Coulter Faculty Center Director and other designated stakeholders to determine if the award should be continued in its current form, adjusted to new circumstances, or terminated. To assure continuation of this program for a minimum of five years since inception, the earmarking of funds will be a condition of the JMR endowment until AY 2010-2011 regardless of the JMR professor's identity, or if the professorship should be vacant. The JMR Professor will be ineligible to receive this award. Each annual awardee will be granted an unconditional cash stipend of \$1000 in addition to whatever institutional recognitions the University typically accords to academic excellence of this nature. This award is called *The Jay M. Robinson eTeaching Award*.

This award will be governed by the following conditions:

- The award will be accorded to any WCU instructor who teaches a 100% computer-networked course (courses distributed primarily via ITV are not eligible for this award).
- Tenured, untenured, full-time, part-time, tenure track and non-tenure track instructors are eligible, provided that any nominee has taught no fewer than two three-credit graduate or undergraduate courses fully online during the year of the award and/or the year immediately preceding, and provided that s/he does not/has not served as an eLearning faculty fellow during the eligibility period described above.
- The award will be based on the merits of *one* course, selected for review by the nominee, who will submit a portfolio and grant online course access for Award Committee member review as described below.
- No individual may be accorded a second JMR award within five academic years after a grant.
- Candidates may be nominated from within or across academic departments or the Division of Educational Outreach (DEO) by any of the following constituents, not to include the JMR Professor:
 - peer instructor
 - department administrator
 - student of a fully online course taught by the nominee
 - student alumnus/a of a fully online course taught by the nominee
- The JMR Distinguished Professor* will convene an Award Review Committee near the beginning of each AY. To the degree possible, membership of which will be comprised as follows:
 - a faculty representative of each college,
 - a representative of the DEO,
 - up to two student representatives, preferably one graduate and one undergraduate,
 - a faculty designee of the Faculty Learning Community on eLearning/Digital Media
 - a staff member of the Coulter Faculty Center, designated by the CFC Director
 - the JMR Professor (ex officio)*
- The decision of the Award Review Committee is final and no appeal will be entertained.
- The following additional conditions apply to Award Review Committee membership:
 - The JMR Professor will be ineligible to serve as a voting member of the Award Review Committee, except in cases where a conflict-of-interest precludes another

Committee member's vote on a particular candidate (see below) or when the Committee is deadlocked in the final stage of deliberation.

- No nominee may serve on the Award Review Committee in the year of his/her nomination.
- No Award Review Committee member may vote on nominations from within her/his academic department or non-departmental university unit, although such committee members may respond to questions of clarification in committee discussions.
- In order to be considered, each nominee will submit a portfolio of evidence in a form specified annually. Additionally, nominees will accord Review Committee members temporary guest access for examination to the online course under award consideration.
- The Review Committee will develop assessment procedures to consider the following elements in judging the merits of each nominee's:
 - declaration of instructional purpose, with particular discussion of issues pertaining to the challenges of online teaching and course design
 - effectiveness in the use of diverse technologies and media
 - effectiveness in the design of pedagogy/andragogy
 - objective evidence of student feedback on instructional quality taken from official Department student evaluations of the course under review
 - excellence in the presentation of content
 - evidence of substantial, purposeful student engagement with the instructor, among student peers, with content, and with other constituencies as described by the nominee (e.g., engagement with community constituencies)
 - evidence of goals/objectives-referenced assessment of student performance
 - nominee's self-assessment of effectiveness in meeting stated instructional purposes
 - organization of course setting for ease-of-use and navigability
 - a statement about mentoring fellow faculty in eLearning for at least one year following the award
- Deadline for selecting the award winner in any given AY is March 15 or the nearest possible workday.

Deliberations of the Review Committee will be conducted in confidence and will not be released to outside parties, including the nominees.

Award winners will be notified by the Provost or his designee at the earliest reasonable date following the decision of the review committee.

* If the JMR distinguished professorship should be vacant, or if the incumbent is unavailable to convene the award review committee in any year that the award is granted, the Coulter Faculty Center Director or her/his designee will perform this role.