

Dr. LARRY McKANE OUTSTANDING TEACHING ASSOCIATE AWARD

ELIGIBILITY:

As an integral part of our Teaching Excellence Program, the Biological Sciences Department honors the Teaching Associate whose overall instructional performance has been most outstanding. Any biology graduate student who has taught at least one class during the academic year in which they apply is eligible to receive this award, although the award is comprehensive for all teaching service during your entire career here as a T.A. in the Biological Sciences Department. The award provides a check in the amount of **\$750**.

APPLICATION REQUIREMENTS:

You will be considered for this distinguished teaching honor only if you submit:

- 1) **Application form:** Applicants must complete the Biological Sciences Department Scholarships and Awards Application Form, which is available on the biology department website at <https://www.cpp.edu/~sci/biological-sciences/students/student-scholarships.shtml>. Please fill out all items including undergraduate GPAs.
- 2) **Teaching Award Application:** The **Application for the Outstanding Teaching Associate Award** (attached to this announcement).
- 3) **Personal Statement:** A personal statement on your teaching methods and accomplishments.
- 4) **Recommendation Letters:** Arrange for **two** letters in support of your application, preferably one from an instructional supervisor for the courses you have taught at Cal Poly Pomona. The letters must be submitted separately by the recommenders at the following website <https://www.cpp.edu/~sci/biological-sciences/students/bio-scholarship-recommendation.shtml>. In the event that a recommender is unable to submit a letter via the website, they should contact the chair(s) of the Student Award Committee to arrange for an alternative way to submit a letter (contact information for the chair(s) is provided on the award website: <https://www.cpp.edu/~sci/biological-sciences/students/student-scholarships.shtml>). The letter should be addressed to the Scholarships and Awards Committee. In addition, each recommender's letter must cover **ALL** scholarships/awards for which the student is applying, NOT separate letters for each scholarship.
- 5) **Curriculum Vista:** Include a **1-page** CV outlining all relevant accomplishments and activities related to this award.
- 6) **Student Evaluations:** PLEASE provide copies of Student Instructional Assessment Evaluation summaries for all courses you have taught in the Biological Sciences Department at Cal Poly Pomona. You may include additional supporting documents deemed valuable for evaluating your teaching performance.

DUE DATE:

Requested application materials for this scholarship, except for recommendation letters, must be compiled into a single pdf file named as "Last name_McKane Scholarship", and uploaded at: <https://www.cpp.edu/~sci/biological-sciences/students/bio-scholarship-application.shtml>. Applications must be received by **April 6th**.

SCHOLARSHIP SELECTION AND AWARD NOTIFICATION DATE:

A committee comprised of members of the Biological Sciences faculty will review the applications and select the scholarship recipient. The committee will look particularly at past accomplishments and the future potential of each applicant. The scholarship recipient will be notified of the result of their application in the fourth week of April, and the Scholarship will be presented near the end of the Spring Semester at the Department of Biological Sciences Awards Ceremony.

In addition to the cash award, the recipient will be given a certificate of recognition, and their name will be added to a plaque of commendation in the Department Office.

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

APPLICATION FOR OUTSTANDING TEACHING ASSOCIATE AWARD

Applicant (Print Name): _____

Research Area: _____

Circle how long you have been a Cal Poly Graduate Student: 1 2 3 4 5 years

Graduate Committee:

_____ (major professor)

Please list all courses you have taught in the Biological Sciences Department at Cal Poly Pomona:

Course Number	Quarter and Year	Section Number	Percentage of (GOOD & VERY GOOD) response to Question 9 in Student evaluation	Percentage of (GOOD & VERY GOOD) response to Question 10 in Student evaluation	Faculty Supervisor for course taught

APPLICANT signature: _____

DATE: _____