

Procedures for selecting winners of awards

Scott T. Davey Memorial Prize for Excellence in MA Research: After a successful oral MA defense, the MA committee electronically forwards the better of the two MA papers, or the MA thesis, to the DGS, if, and only if, the committee judges it to be of excellent quality. Under the direction of the DGS, the Graduate Affairs Committee selects from among the submitted papers, except that no award will be made if it deems no submission to be of sufficiently high quality. The DGS will communicate the name of the winner to all members of the department and record it on the web site.

The Bill Bondeson Prize for Excellence in Graduate Student Teaching: The Director of Graduate Students (DGS) will ask the Departmental Administrative Assistant to supply a list of the eligible graduate students for whom, in *at least three of the past four fall or winter semesters*, the mean composite score of the 20 construct questions on the official Evaluation of Instruction and Course ratings were 4.0 or higher (on 5 point scale) *for all courses he/she taught*. The DGS will then invite the highest-scoring of these students to supply him or her with *electronic copies* of all their syllabuses, written student evaluations, and faculty reports on their teaching from the preceding four semesters when they have taught. The Graduate Affairs Committee will evaluate the candidates' materials, giving preference to senior students in the event of a tie, and award the prize, if there is a suitable candidate (making no award, if there is nobody of sufficient merit). The DGS will communicate the name of the winner to all members of the department and record it on the web site.