

TEACHING COMMITTEE

- **Novus International Teaching Award**
- **PSA Early Achievement Award for Teaching (even years)**

Jason L. Emmert, Chair (2021)

Mary Anne Amalaradjou (2021)

Brian Kiepper (2021)

Audrey P. McElroy (2021)

Mercedes Vazques-Anon, Novus International Representative

Tom E. Porter, Board Liaison

BOARD OF DIRECTORS' LIAISON:

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COMMITTEE CHARGES:

- This committee is responsible for recommending strategies by which PSA can maintain a commitment to excellence in instruction. The following are suggested initiatives for the committee to consider.
 - Engage with the Careers and PSA Hatchery to offer a teaching workshop for the annual meeting
 - Explore the feasibility and logistics of a web-based symposium series.
- In addition, the committee oversees the selection of a recipient of the **Novus International Teaching Award** and the **PSA Early Achievement Award for Teaching** (during even years) according to the guidelines and schedules below.
- Any recommended strategies and any recommendations for changes to the award guidelines should be provided in writing to the Board Liaison before the Mid-Year Meeting in January.
- Develop a strategy to increase number of applicants for each award
- Actively solicit nominations (November through March). Special consideration for solicitations should be done to encompass the breadth of the PSA membership domestically and internationally.

CONFLICT OF INTEREST:

- If a committee member or a current student of a committee member is nominated for either award or if a committee member has nominated someone for either award, the chair asks the committee member to step down until after the winner has been named and the Board Liaison serves as a voting member.

SUMMARY OF IMPORTANT DEADLINES AND INSTRUCTIONS:

June and July: First Vice-President contacts committee chair and names new committee members.

August and September: President charges committees.

November and December: *Committee members* under the direction of the chair should *actively recruit award nominees*.

December 1: *Chair provides* a written report to Board Liaison giving number of nominations received to date; this initial report to the Board is for information only and is not binding.

March 1: *Deadline* for posting nomination applications on electronic submission site. *Chair reminds* committee members to begin the review process.

April 1: *Deadline for Chair to submit* award recipient name and recommendations to Sam Shafer, Communications Specialist (sam.shafer@poultryscience.org).

April 15: *Deadline* for approval of recommendations, and if an issue is forthcoming, the PSA Board of Directors will vote on Committee's recommendations; in most cases this is a *pro forma* action.

May 1: *Chair contacts winner(s) and nominator(s)* to determine if candidates accept. *Chair instructs* candidates to submit – *by May 15* – their Social Security Number (SSN), electronic biography, and digital picture for poster presentation at the meeting and for publication in *Poultry Science* to Sam Shafer, Communications Specialist (sam.shafer@poultryscience.org).

- **Format** for digital photo: 300 dpi in Tiff or pdf. If a photo must be scanned, the original photo should be a clear headshot (of at least 2 x 3 in), labeled on the back with award and candidate name, mailed to the PSA office.

May 1: Once the recipient has accepted, *Chair notifies* all nominators of unsuccessful candidates and, where appropriate, encourages re-submission the following year.

May 15: *Deadline* for biography and picture to be sent by award winner. *Deadline* for final written report to Board Liaison for presentation at the summer Board of Directors Meeting.

July: *Award sponsor (if not available, Committee Chair)* announces award winner at the Awards Banquet. The award announcement and presentation are *restricted to two minutes*.

Director. of Business Operations

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