

**Santa Fe College**  
**Adjunct Faculty Excellence Awards**

**Purpose:** Academic and professional excellence is a core value at Santa Fe College, and these awards honor adjunct faculty who meet this high standard. This award will recognize two adjuncts per year who demonstrate excellence at Santa Fe, in their profession, and in the community.

**Eligibility Criteria:**

The award is open to adjunct faculty who have taught at Santa Fe College for no less than four semesters, have taught one or more courses in the academic year in which the award is given, taught at least 60 percent of a course, and have not received the award in the past five years.

**Number of Awards:**

Two awards will be presented each academic year.

**Nominations and Application Process:**

Adjunct faculty will be nominated by the department chair, adjunct coordinator, or a full-time faculty member. No more than one adjunct can be nominated by each department chair, adjunct coordinator, or full-time faculty member. The nominator shall submit a nomination form; when received, the adjunct award committee chair will contact the nominee with the submission guidelines. The nominee will submit a nomination portfolio to the adjunct award chair by March 1 of each calendar year.

**Submission Documents:**

Nominees will submit a portfolio of required and optional documents.

Required documents:

- Philosophy of teaching statement
- Sample assignment
- List of contributions to the college, the profession, and the community

An optional letter of support from a department chair, adjunct coordinator, and/or full-time faculty member may be submitted with the portfolio for consideration.

**Committee Structure:**

The process for determining the award recipients will be conducted by a committee chaired by the Senate Executive Council Presiding Officer and one full-time faculty member from each of the following areas:

- Liberal Arts and Sciences (LAS)
- Health Sciences
- CTE (excluding Health Sciences)
- Business Programs

**Selection Process:**

After the March 1 deadline, the Award Committee will review the candidate's portfolio and select recipients to be interviewed. Interviews will take place before the end of April.

The adjuncts chosen to receive the award can come from any discipline or program.

Deliberations of the committee will remain confidential.

**Selection Criteria:**

The committee will use the following criteria in making its selections.

- The teaching philosophy should align with Santa Fe's student-centered ideals while also providing nuanced and fresh insight.
- The sample assignment should be clear and transparent. It should cultivate critical thinking, and perhaps creative thinking and self-examination. It should demonstrate a desire to push students beyond their perceived capabilities.

**Award:**

- Plaque of recognition (to be funded from Friends of the Senate)
- Cash award (amount and funding to be determined)
- Recognition at Fall Convocation