

Virtual College Adjunct Recognition Program

Purpose:

The Fort Hays State University Virtual College Adjunct Recognition Program was developed to recognize outstanding adjuncts, who support Fort Hays State University and the university's students by providing an excellent learning environment. Each year, the TILT Faculty Development staff will supervise the awards using the following guidelines:

- Five awards of \$500 each year, one for each academic college
- All five adjuncts recognized at fall Convocation

Total yearly costs of the awards \$2,500

Criteria for recipients:

1. An adjunct is eligible for an award each semester they teach at FHSU
2. Adjunct must have previously taught at least 12 credit hours at FHSU (does not need to be consecutive)
3. Adjunct must presently teach at least one full course (5 students for graduate class, 10 for undergraduate class)
4. Adjunct must receive a score of 4.0 or higher (5 point scale) on five of these six student evaluation questions (Alternatively, the adjunct must rank in the top 10 adjuncts for his/her college, with regards to an overall mean on these six student evaluation questions):
 - i. My instructor provides meaningful and responsive student-faculty contact.
 - ii. My instructor encourages communication and/or cooperation among students.
 - iii. My instructor gives feedback that helps me learn.
 - iv. My instructor returns graded materials in a responsible amount of time.
 - v. My instructor seems genuinely interested in helping students understand the content of the course.
 - vi. I would recommend this instructor to other students.
5. Once the above criteria are met, deans and chairs may consider other accolades and accomplishments, including but not limited to conference attendance/presentations, publications, participation in professional associations and organizations, service or scholarly work, course design work, and awards within the industry.
6. Both the chair and the dean must approve of the recipients selected.

Procedures:

- All information about the awards will be posted on the FHSU website.
- The TILT Faculty Development staff will send department chairs and deans the list of eligible adjuncts for their departments and colleges, based on the criteria above.

- Course evaluation reports regarding criterion #4 above will include response rates in real numbers, to provide chairs and deans with appropriate context.
- Deans will each select one recipient for their College.
- As funds come from Foundation, a special payment is necessary and there is no need to wait for pay periods. Therefore, checks will be presented at Convocation and for those unable to attend, mailed after Convocation.
- Certificate will be presented at Convocation and for those unable to attend, mailed after Convocation.