

December 18, 2017

TO: FISC Students  
CALs Faculty and Staff

FROM: Cindy Fendrick, on behalf of the FISC Planning Council

RE: Nominations for the 2018 CALs J. S. Donald Short Course Teaching Award—FISC

We are requesting nominations for the annual J. S. Donald Short Course Teaching Award. This award is available for a deserving faculty or staff member who teaches in the Farm and Industry Short Course program. The award will be presented at the CALs Awards Program on May 2, 2018 at 3:00 p.m. in the Ebling Auditorium of the Microbial Sciences Building.

Nominees must have taught in the Farm and Industry Short Course for at least three (3) years and be teaching Short Course this year to be eligible. Faculty and staff who have previously received the award are not eligible (<https://cals.wisc.edu/about-cals/awards/cals-awards/#previous-winners-js-donald-short-course-teaching-award>).

The application form is attached. CALs Faculty, unclassified staff, classified staff and students are eligible to nominate FISC Instructors for this prestigious award.

Please forward the application form electronically as one PDF document to Cindy Fendrick at [fisc@fisc.cals.edu](mailto:fisc@fisc.cals.edu), by **Friday, February 16, 2018**. Help our Committee select a deserving faculty member by submitting a nomination.

Nominations from previous years will carry over automatically.

**Nomination Form**  
**J. S. DONALD SHORT COURSE TEACHING AWARD**  
**UW Farm and Industry Short Course**

Please submit the application form electronically as one PDF document to Cindy Fendrick at [fisc@fisc.cals.edu](mailto:fisc@fisc.cals.edu), by **Friday, February 16, 2018**.

Name of Nominee: \_\_\_\_\_

Course Title: \_\_\_\_\_

Nominated by: \_\_\_\_\_

Nominator's Title: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

**I. Evaluation of Nominee as a Teacher**

Nominator must include:

- A. Letter of nomination containing detailed examples of how the nominee's exemplary performance or engagement with the Farm & Industry Short Course student population meets the criteria of the award. Please be specific in regard to teaching ability, personal attributes, and contribution to the Short Course program. Please provide any relevant examples of high quality, innovative or unique methods of instruction, testing, laboratory techniques, presentation, etc.
  
- B. At least one letter of support (maximum of three) from students, faculty, or staff supporting the nomination. Letter(s) of support from students, faculty or staff should clearly identify how the nominee goes above and beyond to advance the academic and professional climate of the Farm & Industry Short Course program through their teaching performance.

**II. Course data (to be provided by the FISC Office)**

- A. Information on the Short Course class(es) taught by the candidate. Please attach a copy of the course outline/syllabus (2 pages maximum). For team taught courses, indicate the part(s) taught by the nominee.
  
- B. Number of years course has been taught by candidate: \_\_\_\_\_
  
- C. Class enrollment for the past three years:

\_\_\_\_\_  
2014/15                  2015/16                  2016/17

- D. Summary of student evaluations for three most recent years:

\_\_\_\_\_  
2014/15                  2015/16                  2016/17