DEPARTMENT OF SOCIOLOGY AWARDS
Criteria & Procedures
Updated July 2010

In 1980, former department chair Mike Armer initiated awards to celebrate excellence in teaching by faculty and graduate students and to recognize outstanding student research papers. The Department is proud to continue the tradition.

The Department makes four awards each year at its Spring Honors Luncheon: The J. Michael Armer Award for Best Teacher, the Best Graduate Student Teacher Award, the Allen/Klar Graduate Student Research Award, and an award for Best Undergraduate Paper.

ELIGIBILITY AND PROCEDURES
For the faculty award, faculty members with full-time permanent appointments (whether tenure track or non-tenure track) are eligible and automatically considered except for those (a) currently serving on the Awards committee or (b) who won in the previous five years.

Full-time sociology graduate students are eligible for the Best Teacher and Best Paper awards, subject to the following criteria:
• No student can win the same award twice
• Teaching award candidates must have taught at least one course on their own and must apply for the award.
• A submission for the Graduate Student Best Paper must be solely the work of the graduate student who submits it.
• The student must be enrolled/matriculated in the semester the award is received in order to receive the $300 stipend. The FSU Foundation requires that recipients write a short thank-you note addressed to the department chair and handed to the office manager (who processes the paperwork to the FSU Foundation. If the student owes money to the University, that amount will be subtracted from the award stipend.)

Undergraduate students in any major are eligible for the Undergraduate Paper Award, but the paper must be sociological in character. The student must be enrolled/matriculated in the semester the award is received in order to receive the $50 stipend. The FSU Foundation requires that the recipient write a short thank-you note addressed to the department chair and handed to the office manager (who processes the paperwork to the FSU Foundation. If the student owes money to the University, that amount will be subtracted from the award stipend.)

EVIDENCE AND EVALUATION

J. Michael Armer Teaching Award
Faculty members’ cumulative (at least 3 years) SUSSAI and SPOT scores are reviewed. Department staff compile SUSSAI and SPOT score summaries for the Committee. The committee may also consider extraordinary contributions (e.g., leading the Sociology Club, serving as faculty sponsor for Alpha Kappa Delta, serving as undergraduate or graduate director,
directing many dissertations, developing new graduate seminars.) Peer evaluations of faculty teaching performance are not considered, as these are confidential elements of faculty members’ personnel files.

**Graduate Student Best Teacher Award**
Graduate students are judged on their teaching portfolios, which they are encouraged but not required to submit, and on their SUSSAI and SPOT evaluations, which they must submit to the committee chair.

**Allen/Klar Graduate Student Research Award**
Students are invited to submit journal-length scholarly manuscripts. Submissions are judged on the following criteria: incorporation of sociological theory and/or concepts; appropriateness of the empirical analysis, whether qualitative, comparative, or quantitative; and clarity and organization. In short, a qualified paper resembles a journal article. Papers should be written using non-sexist language.

**Best Undergraduate Student Paper Award**
Students are invited to submit papers written to satisfy course requirements or as research projects, including Honors Theses and Directed Independent Study reports. Papers will be judged on the following criteria: incorporation of a sociological perspective, originality, and clarity of exposition. There are no minimum or maximum page requirements, but the norm is 10 – 30 pages (12-point font, double-spaced). Papers should be written using non-sexist language.

**COMMITTEE STAFFING AND DEADLINES**

*Chair*: The previous year’s winner of the J. Michael Armer Award.

*Faculty members*: Teaching award winner from the preceding two years and one (or more) additional faculty, appointed by the department chair.

*Graduate student members*: the prior year’s winners of the Best Teacher and Best Paper Awards.

The committee does its work in winter or spring in time to deliver the results to the administrative support staff who orders the plaques from Awards 4 You and makes the certificates. The committee must deliver its results to the staff **two weeks before the luncheon**.