GUIDELINES
FOR THE JAY R. GOULD AWARD
FOR EXCELLENCE IN TEACHING
TECHNICAL COMMUNICATION

Copies available from:

Society for Technical Communication
901 N. Stuart St., Suite 904
Arlington, VA 22203-1822
(703) 522-4114
stc@stc.org www.stc.org
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Guidelines for the Jay R. Gould Award for Excellence in Teaching Technical Communication

**Purpose**

The Jay R. Gould award for excellence in teaching technical communication was initiated to:

- Acknowledge the importance of academic programs to the science and practice of technical communication.
- Encourage excellence in the academic community by honoring those who have made an outstanding contribution to teaching the body of knowledge in this area.

This purpose is based on the following assumptions:

- As technical communication becomes more sophisticated and specialized, the need for a sound foundation in academics will become increasingly more essential.
- As the primary professional organization in the technical communication field, STC has a unique opportunity as well as an obligation to help stimulate, acknowledge, and honor excellence in the teaching and research that provide the underpinnings of the profession.

**Designation**

The Jay R. Gould award for excellence in teaching technical communication was so designated because Jay Gould’s career is an outstanding example of the long-term commitment, innovation, and excellence in teaching.

**Eligibility**

Members who have belonged to the Society for Technical Communication for at least eight years are eligible regardless of other STC honors or awards received (as in fellow or associate fellow, president’s award etc.). Nominees must have been involved in post-secondary education for at least fifteen years and have made a primary career in teaching the philosophy and theory of technical communication as a distinct discipline.
This is a teaching, not an administrative award; that is, it recognizes those who have made a career of classroom teaching rather than those who have been primarily in academic administration. (This, of course, does not eliminate someone who has done both.)

Retirees who continue to be members of STC and who meet the award criteria are also eligible. Current committee members and current STC elected board members are not eligible to be nominated for the award.

**Frequency**

The award is presented annually with no more than two award recipients in any given year. The committee has the discretion not to bestow any awards if it determines that there are no nominees that meet the award criteria. The awards will be presented at the STC annual conference.

**Nature of the Award**

The award includes a written citation and a personal gift that is identifiable with the Society such as a plaque, or desk set with the Society logo. The value of the gift should be standard from year to year, which means that the cost may have to be adjusted for inflation. The committee will supply the award citation.

**Criteria**

Recipients should possess the following characteristics:

- A record of successful students, defined as those who are involved in STC, actively working in the profession, and making a contribution; this would include but not be limited to students who may be a recipient of Society recognition such as scholarship awards or memberships in Sigma Tau Chi, former students who have published in reputable journals including *Technical Communication*, and those who have been recognized in the Society’s international competitions.

- A pattern of acting as a mentor, which is exemplified by an individual who is inspirational; who provides a model for technical communicators; and who is involved in activities outside the classroom to influence students.
Innovation and creativity in teaching, demonstrated by going beyond the formulas in content and format, developing innovative teaching methods; growth of the program in which the person is involved; and involvement in research that leads to changes in the way technical communication is taught.

Nomination and Selection

The award committee manager will be responsible for selection of committee members. The committee will encourage nominations for potential awardees from superiors (as in department chair, dean, etc.) co-workers, students, and others. It will solicit nominations by sending a yearly announcement to the chair or manager of each technical communication department or program offered at an accredited institution with the request that the announcement be posted and circulated within the program/department. Additionally, the committee will prepare announcements for Intercom, Tieline, and for all STC chapter presidents.

Recommendations will be forwarded to the committee manager by e-mail or letter. The committee manager will notify the nominee of the nomination and request that the nominee prepare materials describing how he or she meets the published award criteria. The nominee will forward this document and a standard curriculum vitae to the committee manager. In addition, the nominee will ask at least two people to prepare letters of recommendation that address the criteria in a manner that will flesh out details not readily available from the resume. These letters are to be sent to the committee manager directly from those making the recommendation. Copies of all this material will be forwarded to all committee members.

Committee members will examine the packets and then meet (via conference call) to discuss the candidates’ merits and determine the ones chosen for the award. The committee chair will coordinate the discussion and referee any problems or difficulties in reaching a consensus. A summary of the nominating materials of the individuals chosen will be presented to the board of directors in executive session at their January board meeting. The board will be asked to confer the award on the committee’s selections.