Faculty of Science and Engineering

Executive Dean’s Awards for Excellence in Teaching

1. Nature of the Awards

One award will be made each year to a senior academic staff member (Level D and above). The total value of the award will be $5,000. The committee reserves the right not to make an award if it deems no suitable nominations are received.

One award will be made each year to a junior academic staff member (Level C and below). The total value of the award will be $5,000. The committee reserves the right not to make an award if it deems no suitable nominations are received.

Awardees may use their award for any purpose e.g. conference attendance, purchase of a computer, to support their research and/or teaching etc. The award will be paid into a Faculty account established for the purpose.

Awardees will be expected to disseminate to members of the faculty strategies they have adopted to achieve teaching excellence. This will include a Faculty presentation.

The recipient of the senior staff award will be expected to submit an application for the Vice-Chancellor’s Award for Excellence in Teaching in the following round.

The recipients of a junior staff award will be encouraged to submit an application for the Vice-Chancellor’s Award for Excellence in Teaching in the following round.

2. Purposes of the Award

- to recognize and reward excellence in teaching to encourage the sharing of excellent teaching practices across the Faculty e.g. through the Faculty’s biennial teaching forum
- to show that the Faculty values excellence in teaching and staff who aspire to be excellent teachers

3. Eligibility for the Senior Academic Award

Applicants must:

- be members of academic staff at level D or above, in a tenured or contract position of ≥ 12 months duration, with a full-time equivalence of ≥ 0.4.
- have been employed by the University for ≥ 2 years.

Awardees will not be eligible to re-apply for 5 years.

Previous winners of the Vice-Chancellor’s Award for Excellence in Teaching will not be eligible to apply for 5 years

4. Eligibility for the Junior Academic Award

Applicants must:

- be members of academic staff at level C or below, in a tenured or contract position of ≥ 12 months duration, with a full-time equivalence of ≥ 0.4.
- have been employed by the University for ≥ 2 years.
Awardees will not be eligible to re-apply for 5 years.

Previous winners of the Vice-Chancellor’s Award for Excellence in Teaching will not be eligible to apply for 5 years.

5. Selection Committee

Faculty Associate Head: Teaching and Learning and two members of the Faculty Teaching and Learning Committee and one academic staff drawn from the previous recipients of Teaching Excellence awards.

Application requirements

1. Check the submission deadlines available at the Teaching page of the Faculty Web site.
2. Download the cover sheet and payment form available at the Teaching page of the Faculty Web site.
3. Prepare your application being sure to EXPLICITLY ADDRESS THE SELECTION CRITERIA listed below.
4. The maximum length of the application is 3 pages in 12 point font with page borders of ≥ 2.5 cm. Any pages in excess of this limit will be removed before consideration by the selection committee.
5. There is no application form as such, only a cover sheet.
6. Your Dean of School is required to write a half page statement in support of your application. Applications lacking support from Deans of School will not be considered.
7. You should submit your written application together with
   • the completed cover sheet
   • statement of support from your Dean of School
   • completed payment details form
   • EVIDENCE in support of your claims against the selection criteria e.g. topic manuals, audiovisual recordings, media reports, peer reviews, student evaluations etc. electronically to the Executive Officer of the Faculty Teaching and Learning Committee by the submission deadline.

Selection criteria – EXPLICITLY address the selection criteria

(i) Applicants must address all 5 of the following criteria

• approaches to teaching that influence, motivate and inspire students to learn
• development of curricula and resources that reflect a command of the field
• approaches to assessment and feedback that foster independent learning
• respect and support for the development of students as individuals
• scholarly activities that have influenced and enhanced learning and teaching.

Applicants are advised to develop a portfolio of materials/records to provide evidence to showcase their achievements.