UNSW AWARDS FOR TEACHING

2019 GUIDELINES

Closing date: Monday 30 September 2019

Selection Criteria for the awards

The aim of the awards is to recognize people who have made an outstanding contribution to student learning and/or the student experience. Universities are about learning but also about maturing and developing within a respectful community, so contributions to enhancing the community and the general experience of students should also be recognized.

The UNSW **Scientia Education Experience** emphasises:

Communities

Feedback and Dialogue

Inspiring Teaching

And all of this is underpinned by modern technology and **Being Digital.**

In judging applications, the panels will be mindful of these four domains but will also consider any other actions that have been to the benefit of our students. The panels will also judge performance relative to opportunity.

UNSW Australia recognises great teaching via two types of awards:

1. Awards for **Teaching Excellence**
2. Awards for people who have demonstrated Excellence in the **Design or Development** of programs or other activities (this category recognizes the fact that some individuals or groups make important contributions without directly delivering teaching to the students who benefit).

1.1   Awards for Teaching Excellence

These awards celebrate teachers who have improved student learning and/or the student experience.

Rising star awards

These awards are for individuals who have demonstrated excellence in their teaching in a single year.
Award: $1,000 (subject to tax) and engraved UNSW medallion
Number of awards: one award

Awards for Excellent Early Career Teachers

These awards are similar but are designed to recognize individuals who completed their last academic qualification no more than 5 years ago, and the period over which they have demonstrated excellence in their teaching can again be as short as a single year.
Award: $1,000 (subject to tax) and engraved UNSW medallion
Number of awards: up to two

Awards for Excellent Teachers

These awards recognise individuals or teams who have shown sustained excellence in teaching, enhancing student learning and/or the student experience over a period of up to five years.
Award: $10,000 (subject to tax) and engraved UNSW medallion
Number of awards: up to five, but at least two should recognize post-graduate coursework teaching.

The Heinz Harant Award for Teaching Innovation

The Central Committee may also recommend one award of winner of the Heinz Harant Award for Teaching Innovation. This is done remembering the late Heinz Harant, one of the University's earliest alumni and dedicated supporters, who after graduating with a degree in Electrical Engineering devoted many years of service to student life on campus and was instrumental in founding the University's Alumni Association.

In recognition of Heinz Harant's personal commitment to innovation and change, the Award recognises individuals whose innovation has fundamentally challenged orthodoxy in teaching in their disciplinary context.
Award: additional $3,000 (subject to tax)
Number of awards: one award available if recommended by the Central Committee

1.2   Awards for Design or Development

These awards recognise individuals or teams who have developed or improved programs or have devised other activities that enhance student learning or the student experience.
Award: $2,000 (subject to tax) and engraved UNSW medallion
Number of awards: up to two

Eligibility, Application and Nomination

All members of UNSW are eligible to apply for an award except those who received an award in the same category within two years of the closing date for applications. Such recipients are strongly encouraged to apply for an external award, like the Australian Awards for University Teaching (AAUT) – Awards for Teaching Excellence.

All members of UNSW are also encouraged to nominate worthy applicants, but nominees must indicate by email (to d.gleeson@unsw.edu.au by the date that applications are due) that they are prepared to be nominated.

Advice to applicants and nominators

Applications for Teaching Excellence

The application should contain:

1. The details of the individual or team (on the form appended below).
2. A one-hundred-word summary that may be used for publicising the achievements.
3. A comprehensive statement making the case for the award (no more than 3 pages).
4. Up to two additional supporting statements of no more than one A4 page from any relevant person other than the nominee.
5. In addition, other media such as video recordings that capture the contribution in no more than 5 minutes duration may also be submitted. We would then use this media to publicise the achievement to both our staff and students.
6. All relevant MyExperience data (that has been cited in the application).
7. Evidence that applicants for Awards for Teachers have been assessed by the Peer Review of Teaching system in the last two years (if a large team is applying it will suffice for a reasonable number of the team to have been assessed).

Applications for the Design and Development of Programs or Activities

The application should contain:

1. The details of the individual or team (on the form appended below);
2. A statement making the case for the award (no more than 5 pages);
3. All relevant MyExperience data;
4. A one-hundred-word summary that may be used for publicity purposes as appropriate;
5. In addition, other media such as video recordings of no more than 5 minutes duration can be provided.

Head of School Endorsement

The Head of School will be informed of all applications from members of their School and will have the opportunity to endorse applications.

If multiple applications are received from a single School the Head may provide a ranking to the Dean.

If for any reason a Head of School has concerns, such as the possibility that the applicant has not adhered to the University values and the University's Code of Conduct then that should be communicated to David Gleeson in confidence.

Dean's Ranking
The Dean's ranking of the Faculty's nominations is critical for several reasons. Firstly, it ensures that Deans are kept informed of the outstanding teaching and contributions to

educational design and development that is taking place in their Faculties. For this reason the Dean is asked to have oversight of the Faculty ranking process rather than delegate to an Associate, Deputy, Senior, Vice Dean or other officer of the Faculty. Secondly, Deans are asked to rank (rather than score) so that their priorities and their expert judgements are made available to the Central Committee. Expert judgements, as well as metrics, are critically important in making academic decisions.

The Dean should consult with a Faculty ranking panel comprising the following:

- Dean (Chair)
- Associate Dean (Education) or nominee
- Senior Faculty member
- Previous Award recipient (either from within the Faculty or another Faculty)
- Undergraduate Student representative
- Post-graduate Coursework Student representative

Central UNSW Teaching Excellence Committee

All nominations ranked by the Deans will be considered by the UNSW Teaching Excellence Committee. This Committee will comprise:

- Deputy Vice-Chancellor (Academic)
- President, Academic Board or nominee
- Pro Vice-Chancellor (Education) or nominee
- Two previous winners of awards for UNSW Awards for Teaching
- At least one Postgraduate member of the Academic Board or a Faculty Board
- At least one Undergraduate member of the Academic Board or a Faculty Board

The recommendations of the UNSW Teaching Awards Committee will be considered by the Vice-Chancellor who ultimately decides on who receives the awards.

Notification of decision and award presentations

The award winners for 2019 will be announced at the Learning and Teaching Forum on Tuesday 26 November 2019.

Contact details

David Gleeson, Manager, Academic Promotions, Ext: 52716

d.gleeson@unsw.edu.au

HR102 - 2018 UNSW Awards for Teaching

***Deadline 30 September 2019

NOMINATION FORM – send to d.gleeson@unsw.edu.au

(HR.V1.0 - 7.05.18)

Deans will be asked to rank applications by the end of October and send their rankings to the University Committee which will make its recommendations in November.

http://www.hr.unsw.edu.au/employee/acad/vcate.html

Nominee or Team Leader **Tick box if this is a team nomination** ☐

Family Name:		**Given Names:**
Current Employment Position:		**Email Address:**
School/Dept		**Faculty:**
Phone:		**Mobile:**

Indicate if the award is for: Teaching or for the Design or Development of Programs or Activities

Excellence in Teaching ☐

Excellence for the Design or Development of Programs or Activities ☐

If you are self-nominating, simply send the form from your email address, but if you are nominating someone else ask them to send an email confirming they agree to be nominated to David Gleeson, on or before the due date of 30 September 2019.

Nominator's Details if this is not a self-nomination (if several people support the nomination you may add a list of their names on another page). Students and former students are asked to indicate their student number, and to provide information on when they were taught by the nominee:

Name:			**Phone No.:**	
School/Dept		**Faculty:**		
Student No.*:		**Subject No:**	**Years:**	
Signature:		**Email Address:**		