



Please note that in the 2019 Round (next year) the lead nominee must include a Certificate of Completion of Peer Review of Educational Practice in the application, either:

- Formative or Summative Peer Review of their education Practice (PREP) or
- Peer Review of Teaching (PRT) (the previous peer review process at Curtin).

For current PREP Guidelines please refer to:

http://www2.curtin.edu.au/cli/peer_review_educational_practice/index.cfm

Teaching Awards recognise Faculty teachers (individuals and teams) who have demonstrated sustained commitment to innovation and delivery of quality teaching as well as sustained dedication to enriching and improving student learning outcomes.

Categories

There are ten categories of Teaching Awards:

1. **Individual Teacher:** open to all academic staff of the faculty.
2. **Teaching Team:** open to groups (comprising two or more members) of academic staff with complementary skills teaching collaboratively within a particular unit, course or set of courses for at least two years.
3. **Early Career:** open to staff with no more than five years' experience teaching in a higher education setting (this should be interpreted as five cumulative calendar years and includes all tutoring, part-time teaching, and teaching at other higher education institutions).
4. **Honours, Postgraduate or HDR Supervision:** open to all academic staff in the faculty supervising an honours, postgraduate coursework program with a thesis or dissertation or a Higher Degree Research program.
5. **Teaching Large Classes:** open to individuals or teams who teach classes of more than 150 students.
6. **Indigenous Education:** open to Indigenous and non-Indigenous staff who contribute to Indigenous education.
7. **Interprofessional Education:** open to all Faculty academic staff who can demonstrate effective teaching of interprofessional capabilities in line with the Interprofessional Capability Framework.
8. **Clinical Educator*:** open to all staff involved in clinical/fieldwork education.
9. **Sessional Teacher*:** open to all academic staff who are employed on a casual basis.
10. **Sessional Teacher – First Year Program*:** open to all academic staff who are employed on a casual basis in the delivery of the First Year Program.

* Nominees for Clinical Educator, Sessional Teacher and Sessional Teacher – Interprofessional First Year Program awards address any two criteria.

If you are unsure of the most appropriate category in which to nominate, please contact Dr Helen Flavell, Coordinator of SoLT for the Faculty.

Eligibility for Nomination

1. All nominations must relate to teaching activities in higher education.
2. Nomination is open to individuals and teams with teaching or teaching/research appointments (full-time or fractional, continuing or contract), provided they have taught at Curtin for at least two years.
3. Both team and individual nominations are encouraged and teams may be of any size. If a team is larger than five members a team name should be provided.
4. The Indigenous Education award is open to Indigenous and non-Indigenous academic staff; nominees must demonstrate their contribution to Indigenous education.
5. The Early Career Award is open to staff with no more than five years' experience teaching in a higher education setting (this should be interpreted as five cumulative calendar years and includes all tutoring, part-time teaching, and teaching at other higher education institutions). The Committee will consider the career stage of nominees in this category when assessing criterion 5.
6. Previously unsuccessful nominees are eligible for renomination.
7. With the exception of Early Career recipients or members of a team, previous Award recipients are ineligible for renomination.
8. Early Career Teaching Award recipients are eligible for renomination in a different category five years after their Early Career Award.

9. Previous recipients of Awards are eligible to renominate if they are a member of a team and not the lead nominee; the team nomination should be for teaching or programs that do not substantially replicate the original Award or program.
10. Members of teams that have received Awards are eligible to renominate; the nomination should be for teaching or programs that do not substantially replicate the original Award or program.
11. Teaching Awards and Citations are considered distinct Award types. Nomination for, or receipt of, a Citation does not affect eligibility for nomination for a Teaching Award. However, a recipient of a Teaching Award is not eligible to subsequently apply for a Citation.

Assessment Criteria

All nominees for Teaching Awards will be assessed on the evidence they provide in relation to the following four criteria. Nominees should not feel limited by the following illustrative examples.

* Applicants in the Clinical Educator and Sessional Teacher categories need only address any two of the criteria, but may address all four if they wish.

1. Approaches to teaching and the support of learning that influence, motivate and inspire students to learn. This may include:

- Fostering student development by stimulating curiosity and independence in learning
- Participating in effective and empathetic guidance and advice for students
- Assisting students from equity and other demographic subgroups to participate and achieve success in their courses
- Encouraging student engagement through the enthusiasm shown for learning and teaching;
- Inspiring and motivating students through effective communication, presentation and interpersonal skills
- Enabling others to enhance their approaches to learning and teaching
- Developing and/or integrating assessment strategies to enhance student learning.

2. Development of curricula, resources or services that reflect a command of the field. This may include:

- Developing and presenting coherent and imaginative resources for student learning
- Implementing research-led approaches to learning and teaching
- Demonstrating up-to-date knowledge of the field of study in the design of the curriculum and the creation of resources for learning
- Communicating clear objectives and expectations for student learning; providing support to those involved in the development of curricula and resources
- Contributing professional expertise to enhance curriculum or resources.

3. Evaluation practices that bring about improvements in learning and teaching. Evaluation comprises making judgements about the quality of programs and activities that are part of the academic, cultural and social experience of higher education. This may include:

- Showing advanced skills in evaluation and reflective practice
- Using a variety of evaluation strategies to bring about change
- Adapting evaluation methods to different contexts and diverse student needs and learning styles
- Contributing professional expertise to the field of evaluation in order to improve program design and delivery
- Dissemination and embedding of good practice identified through evaluation.

4. Innovation, leadership or scholarship that has influenced and enhanced learning and teaching and/or the student experience. This may include:

- Participating in and contributing to professional activities related to learning and teaching
- Innovations in service and support for students; coordination, management and leadership of courses and student learning
- Conducting and publishing research related to teaching; demonstrating leadership through activities that have broad influence on the profession
- Providing innovative learning and teaching for different contexts, including technology enhanced environments, for large and small class sizes and/or to meet the needs of a diverse student cohort
- Influencing the overall academic, social and cultural experience of higher education.

In assessing nominations against the four criteria, the Committee will take into account the:

1. Extent to which the claims for excellence are supported by formal and informal evaluation;

2. Extent of creativity, imagination or innovation, irrespective of whether the approach involves traditional learning environments or technology-based developments;
3. Information contained in the references submitted by the nominee.

The four criteria will be given equal consideration by the Faculty Awards Committee. *In the Sessional Teaching category, the Faculty Awards committee will consider the context and the amount of teaching of each nominee when assessing the application.*

Nomination guide and structure

Each nominee must submit the following documents, in one set, in the following order:

1. Nomination form (provided)
2. Written statement, including a synopsis and discussion addressing each of the four selection criteria (limited to eight A4 pages)
3. Curriculum Vitae (limited to three A4 pages)
4. Statement of contribution (for team nominations). Team members must be included if their contribution is 10% or above.
5. Two references (limited to one A4 page each)
6. Certificate of Peer Review of Educational Practice or Peer Review of Teaching, if completed

1. Nomination form (following)

The completed nomination form must be signed by the nominee and the nominee's Head of School.

2. Claims against the assessment criteria

This component is limited to **eight A4 pages** and describes the nominee's teaching activities and achievements and must address all four assessment criteria, providing evidence to support claims. It should comprise the following elements presented in order:

- **Synopsis** of up to 200 words, which includes a description of the nominee's teaching area or discipline, teaching experience and teaching focus and methods. The synopsis must be:
 - written in the third person
 - avoid jargon and use plain English
 - should inform the broadest possible audience about the nominee's teaching.
- **Overview** of the nominee's teaching and its context.
- **Statement** addressing the assessment criteria (include criterion headings), providing supporting evidence including impact on student learning.
- **Reference list:** nominees should use their preferred recognised reference style throughout and include a reference list within the eight pages. Links to reference lists online will not be reviewed by assessors.

Please note: should the nomination be successful, the synopsis will be used in communications regarding the recipient's success, for instance in the ceremony program, on the Faculty's website and in archival information.

5. Curriculum vitae

The curriculum vitae should outline the nominee's educational qualifications, employment history, teaching positions and teaching experience.

For individual nominations the curriculum vitae should be no longer than **three A4 pages**.

For team nominations:

- The team leader's curriculum vitae should be no longer than **three A4 pages**.
- Curriculum vitae's up to **one A4 page** in length can be included for each team member. This means a team of three may have up to five pages (three + one + one).

6. Statement of contribution (for team nominations)

Team nominations must include **one A4 page** which explains the role and indicates the percentage contribution of team members (limited to team members with 10 per cent or higher), in addition to the team information included within the nomination form.

7. Letters of reference

Two references, of no more than **one A4 page each**, are to be provided by referees able to comment on the nominee's teaching quality against the assessment criteria.

References should:

- Include one referee who is the head of the nominee's faculty, department, school or administrative unit or higher level.
- Possibly include one reference from someone external to Curtin who can comment on the wider impact of the nominee's teaching.
- For team nominations, apply to the team not individual team members.
- References must be signed – electronic signatures are accepted.

Presentation Requirements and Submission

There is no advantage in elaborate presentation of nominations. The nomination form (provided) is adequate as a cover page.

- Paper should be A4 plain white.
- Margins should be at least 2 cm with clear paragraph definition.
- The minimum acceptable font size is 11 point in Arial or Calibri.
- Documents can be submitted in either Word or PDF format, as one set of documents, in the order outlined previously.

No supplementary materials should be included. Photos, pictures, tables or figures should fit within the 8-page statement limit. All extra material will be removed before the application is reviewed.

Privacy statement

Personal information collected is handled in accordance with the Australian Privacy Principles. Further information on privacy at Curtin University is available at: <http://rim.curtin.edu.au/privacy/>

Submission

By 5.00pm on **Friday, 26 October 2018**, please email the complete application in one PDF file (**one** digital copy only) to cl.doherty@curtin.edu.au, (Cassandra Doherty, Learning and Teaching Executive Officer, Faculty of Health Sciences).

**FACULTY OF HEALTH SCIENCES
Teaching Award
Nomination Form 2018**



Curtin University

Individual nomination Team nomination Tick (✓) one box

CONTACT DETAILS (for nominee or team representative)

Title			
First and last name			
Department/ School/ Faculty			
Campus			
Email address			
Telephone			
Position title			
Staff type (✓)	<input type="checkbox"/> Academic staff	<input type="checkbox"/> Professional staff	
Gender (✓)	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<input type="checkbox"/> Another Gender

CATEGORIES

Nominate one category, see *Guidelines* for description. Nominees teaching in new or multi-disciplinary areas should select the category they consider most appropriate.

Tick (✓) box	
	1. Individual Teacher Award
	2. Teaching Team Award
	3. Early Career Award
	4. Honours, Postgraduate or HDR Supervision Award
	5. Award for teaching large classes (>150 students)
	6. Indigenous Education Award
	7. Award for Interprofessional Education
	8. Clinical Educator Award *
	9. Sessional Teacher Award *
	10. Sessional Teacher Award – First Year Program*

[* Nominees for Clinical Educator, Sessional Teacher and Sessional Teacher – Interprofessional First Year Program awards address any two criteria]

