

---

## **Guidelines for Excellence in Teaching Awards**

### **Nature of the Awards**

Up to three awards will be made each year to individual academic staff and/or teams of staff headed by an academic. Awards will be extended to staff judged to be outstanding educators.

Where possible, one of the individual awards will be made to an early career academic with no more than seven years' experience teaching in a higher education setting (this should be interpreted as seven calendar years and includes all tutoring, part-time teaching, and teaching at Flinders and at other higher education institutions).

Each winner of an individual or team award will be presented with a certificate at the most appropriate College event. Recipients of an individual award will receive a prize of \$2000. Recipients of a team award will receive \$2000 to be shared amongst the team. The money will be used for professional development to support the enhancement of the recipients' own teaching of learning or teaching within the College.

This award aligns with Vice-Chancellor's Excellence in Teaching Award and constitutes a preparatory step towards it.

Recipients will be expected to contribute to educational development within the university and College by sharing their experience and practice with academic and professional staff.

### **Purpose**

The purposes of the awards are to:

- Recognise and reward teaching excellence;
- Encourage teaching excellence through this recognition;
- Promote to both Flinders University and the outside community that we are proud of our academic staff and that they perform high standards; and
- Foster staff capacity to successfully submit to the Vice-Chancellor's Awards for Excellence in Teaching and national awards.

### **Eligibility for the Awards**

Award recipients who are individual applications or leaders of team applications will not be eligible for re-nomination within the same category until five years have expired following the year of the award. Members of a successful team who were not team leaders or joint leaders are not affected by this restriction on eligibility provided that the re-nomination does not substantially replicate their winning application.

Staff may not nominate for both a CHASS Innovation in Teaching Award and a CHASS Award for Excellence in Teaching in the same year. Staff may not nominate for more than one award in a category in the same year.

#### *Individual Applicants*

All academic staff (continuing, contract, sessional, academic status, teaching specialist or balanced) are eligible to apply if they have had at least two consecutive years of sustained teaching experience at Flinders University when the application is submitted.

### *Team Applicants*

Teams will comprise academic staff (continuing, contract, sessional, academic status, teaching specialist or balanced) and/or professional staff (continuing, contact and or casual), who have held roles in teaching and learning and/or student support. The team will be led by an academic staff member. The team leader will have had at least two consecutive years of sustained teaching experience at Flinders University when the application is submitted.

### **Award Criteria**

Applicants must make a case which addresses **one** of the following six objectives:

1. Approaches to teaching and the support of learning that influence, motivate and inspire students to learn.
2. Development of curricula, resources or services that reflect a command of the field.
3. Effective assessment practices that bring about improvements in student learning, may have a focus on academic integrity or digital solutions, or any assessment strategies that bring about change.
4. Innovation, leadership, or scholarship that has influenced and enhanced learning and teaching and/or the student experience.
5. Education that embodies rural, regional, remote, and Indigenous paradigms.
6. Industry or professional experiences that involve deep partnerships in the educational experience.

In assessing nominations against the chosen objective, the Committee will take into account the:

- Use of SOTL literature to inform the approach and practices;
- Extent to which the claims for excellence are supported by formal and informal evaluation, including peer and student evaluations of teaching;
- Creativity, imagination and or innovation, irrespective of whether the approach involves traditional learning environments or technology-based developments; and
- Evidence of the impact of the work as outlined in the statement and the references.

### **Application Content and Presentation Guidelines**

Applicants must:

1. Compose an application of no more than a total of four pages (A4, single spaced, minimum 11-point font Arial or Helvetica, at least a 2 cm margin all around) containing the following:
  - Citation (max 40 words)
    - Include the chosen strategic objective, the discipline or field of work and the distinctive contribution of the nominee or team.
  - Context/Summary
    - Describe the landscape in which you teach – the challenges, dynamics, obstacles, opportunities – and what your practice contributes.

- Statement describing the basis of your claim to excellence.
    - Include a description of the relevant practices, benchmarking information where available and relevant, diverse data and measurable outcomes and evidence of impact.
  - A short statement outlining how the award money will be used.
2. Include attachments (A4, single spaced, minimum 11-point font Arial or Helvetica, at least a 2 cm margin all around) of the following:
- A short teaching-focused Curriculum Vitae of the individual applicant or the team leader (limited to **two pages**);
  - Two references directly relevant to your application and attesting to your contribution to teaching. If the nomination relates to a team, the references should apply to the team (limited to **one page each**); and
  - Completed and signed pro-forma Application Form and Checklist, which must include the signed endorsement of the relevant Teaching Program Director(s) (it is only the signature endorsing the application that is required; additional comment or evaluation from the Teaching Program Director(s) is neither required nor expected). **This form should be inserted at the front of the submission.**

### Assessment of Applications

Applications will be assessed by a committee comprising of:

- Dean (Education) or nominee (Chair);
- Teaching Program Director or nominee from each Teaching Program Area;
- One past recipient of the Vice Chancellor's Excellence in Teaching Awards; and
- One student representative (with Student Representative Advisory Committee membership).

The committee will assess the applications using the [AAUT Assessment Matrix](#).

### Submission of Applications

Applications for the 2023 CHASS Awards for Excellence in Teaching will close on **Tuesday 8 July 2025** at 4:30pm.

Applications are to be submitted via email to [CHASS.DeanEd@flinders.edu.au](mailto:CHASS.DeanEd@flinders.edu.au).

Applications submitted past the deadline will not be accepted.

Further information may be obtained from the Dean, Education or the Director of the CHASS Learning and Teaching Academy.

### Notification of the Awards

Notification of the results of the Committee's deliberations will be made after they have been approved by the Dean, Education of the College. Successful applicants will be encouraged and supported to apply for the VC's Excellence in Teaching Awards if they are eligible.