Edith Cowan University

POLICIES AND PROCEDURES

Policy Title : Vice-Chancellor's Award for Excellence in Teaching

Descriptors : 1) academic staff 2) teaching 3) award

Category : Academic Affairs

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1. Title

Vice-Chancellor's Award for Excellence in Teaching

2. Purpose

To institute a set of awards that recognise and reward innovation and excellence in teaching that engages students in, motivates and facilitates effective learning. This is aligned with the ECU Strategic Plan particularly the priority to enhance Teaching and Learning. These awards shall be organised on an annual basis with the each award being presented at appropriate Faculty's Graduation Ceremony within the first set of Graduation Ceremonies each year.

3. Organisational Scope

All current ECU staff

4. Policy Statement

The Vice-Chancellor's Awards for Excellence in Teaching (VCAET) recognise and reward individuals and teams engaged in the core university practice of teaching where that teaching is shown to be innovative, effective and excellent.

5. Definitions

Award – The awardees will each receive a certificate and a cash prize.
LDS – Learning and Development Services Centre
Panel - This panel will assess applications and decide on awardees. It will comprise the following (none of whom may be applicants):

- Pro-Vice-Chancellor (Teaching and Learning) or nominee as Chair
- Associate Deans (Teaching and Learning) in each Faculty or nominees
- Director LDS or nominee;
- Executive Officer (non-voting);
- A winner from the previous year at the invitation of the Pro-Vice-Chancellor (Teaching and Learning).

Executive Officer – a member of LDS staff appointed to handle all arrangements for awards.

6. Principles

1. To be awarded annually
2. To be open to individuals, teams or organisational units
3. All awards in any year will be available to current staff at ECU University-wide including ongoing, contract and sessional staff.
4. The format and guidelines will be aligned with relevant national awards.
5. To be based on self-prepared submissions that conform to the annually determined format and guidelines.
6. There is no nomination required although Faculties, Schools or the Student Guild would normally encourage suitable applicants.
7. Submissions should be evidence-based using, for example, student or peer data.
8. Awardees shall be ineligible to apply for the following three annual VCAET awards.
9. Applications from previous awardees should focus on innovations since the previous award.
10. The cash prize is to be spent on approved university activities within 12 months of the receipt of the award.
11. Awardees will be expected to provide a brief financial report on the use of the cash prize.
12. An annual report on the outcomes of the VCAET awards will be prepared for the Pro-Vice-Chancellor (Teaching and Learning).

7. Policy Content

On an annual basis, LDS shall

1. prepare a budget for these awards;
2. prepare a set of application forms and guidelines including setting the limit to the number of awards and the award value and gain approval from the PVC(T&L);
3. advertise and set a closing date for applications;
4. invite members of the University to identify and encourage suitable applicants;
5. arrange for appropriate information sessions for potential applicants;
6. arrange for a Panel to consider the applications;
7. ensure that the Panel's decisions are completed in a timely manner considering the Graduation Schedule;
8. transmit the outcomes and necessary details to:
    - the organisers for the Graduation where awards will be presented, and
    - the wider University community;
9. ensure that awardees are aware of, and included in, processes for nomination by the University for national awards;
10. invite awardees to participate in opportunities where they can share their expertise;
11. report on the outcomes of the VCAET awards to the Pro-Vice-Chancellor (Teaching and Learning) including reporting on the deployment of unused funds.

8. References

Policy Code:	AC048	**File No:** 03/2132
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Amendments:		
Related Policies/Documents:		

9. Contact Information

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