



POLICY

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

Policy Owner: Pro-Vice-Chancellor (Education)

Keywords: Awards, Teaching, Learning, Vice-Chancellor

Policy Code: PL025 [ac048]

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1. INTENT

To institute awards that reward excellence in all forms of teaching and recognise initiatives that contribute in diverse ways to student learning. This is aligned with the ECU Strategic Plan particularly the priority to enhance learning and teaching. These awards shall be organised on an annual basis with each award being presented by the Vice-Chancellor at a formal ceremony.

2. ORGANISATIONAL SCOPE

All ECU staff

3. DEFINITIONS

TERM	DEFINITION
Award	The awardees will each receive a certificate and a cash prize.
CLT	Centre for Learning and Teaching
Panel	This panel will assess applications and decide on awardees. It will be drawn from the following (none of whom may be applicants):

	<ul style="list-style-type: none"> • Pro-Vice-Chancellor (Education) or nominee as Chair • Associate Deans (Teaching and Learning) or nominees • Manager, Teaching Support or nominee; • Executive Officer (non-voting); • Previous winners and/or assessors at the institutional and national level
Executive Officer	A member of CLT staff appointed to handle all arrangements for the awards and serve as executive officer of the Panel.

4. POLICY CONTENT

4.1 Policy Statement

The Vice-Chancellor's Awards for Excellence in Teaching recognise and reward activities that facilitate transformative learning by ECU students.

4.2 Principles

4.2.1 The Vice-Chancellor's Awards for Excellence in Teaching are open to individuals or teams and will be awarded annually.

4.2.2 All awards in any year will be available to current staff at ECU University-wide including ongoing, contract and casual or sessional staff.

4.2.3 Awards will be assessed based on the review of evidence-based submissions that conform to the annually determined format and guidelines.

4.2.4 Applicants who have received a Vice-Chancellor's teaching award in the previous three years are ineligible to apply in the same category.

4.2.5 Applications from previous awardees with the same focus or for same or similar activity as the previous award will not be considered.

4.2.6 Nominated staff must choose a preferred option for payment as part of their nomination prior to submission:

- Cash lump sum payment (paid through the payroll system and subject to income tax at the employee's marginal tax rate); or
- Payment credited directly to the employee's UniSuper Superannuation Account as a pre-tax contribution; or
- Nominated ECU project /research /school account to be paid into an ECU account of choice. The prize monies must be used for work related expenditure and cannot be redistributed among team members for personal use.

Note: *Nominees are advised to consult their respective Finance Manager (for School staff) or Business Manager (for Service Centre staff) before electing to nominate an ECU account. There are limitations for period in which prize monies are to be spent and this will vary from area to area.*

- For team based nominations, prize monies will be divided between team members equally unless specified at time of nomination to the HR Executive Officer.

- 4.2.7 On an annual basis, CLT in conjunction with Human Resources Service Centre (HRSC) shall
- Liaise with the Pro-Vice-Chancellor (Education) to set a budget for these awards;
 - Advertise the awards including inviting members of the University to identify and encourage suitable nominations;
 - Organise the Awards Selection Panel and arrange for all nominations to be provided to the panel in a timely manner for assessment;
 - Invite the winners to participate in activities where they can share their expertise; and
 - Report on the outcomes of the learning and teaching awards to the Pro-Vice-Chancellor (Education) and then provide outcomes and necessary details to the Vice-Chancellor.

5. ACCOUNTABILITIES AND RESPONSIBILITIES

In relation to this policy, the following positions are responsible for the following

Policy Owner

The Policy Owner and the Centre for Learning and Teaching have overall responsibility for the content of this policy and its operation in ECU.

6. RELATED DOCUMENTS:

CONTACT INFORMATION

For queries relating to this document please contact:

Policy Owner	Pro-Vice-Chancellor (Education)
All Enquiries Contact:	Manager, Teaching Support, Centre for Learning and Teaching
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7. APPROVAL HISTORY

Policy Approved by:	Vice-Chancellor
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