Awards for Excellence in Teaching and Learning Policy

Policy Code: ACA-005 Version: 3.2 Effective Date: 13 August 2010

Purpose:
The Endeavour College Awards for Excellence in Teaching and Learning are part of the College’s commitment to recognise, encourage and reward excellence in teaching. All academic staff of Endeavour are eligible for nomination.

The awards are presented to academic staff who have made an outstanding contribution to enhancing the quality of teaching and learning at the College.

Scope:
- All campuses
- All departments
- All academic lecturing staff, clinic teachers and tutors (part time, full time, permanent and sessional)

Policy Statement:

Aim

The aim of the policy is to recognise, reward and encourage lecturers and clinical teachers for the excellence of their teaching and their outstanding contribution to enhancing the quality of learning and teaching at Endeavour College.

This aim is in alignment with the vision of the College, the primary aims of which are:
- to promote and advance the philosophy and practice of natural medicine by producing high-quality graduates for the Australian and New Zealand communities, who will go on to be leaders in their fields of practice
- to be the pre-eminent provider of education to the natural medicine sector in Australia and New Zealand
- to be known for the quality of our teaching and the competence of our
Selection Criteria

The awards are made on an annual basis and assessed against criteria based on those of the Australian Learning and Teaching Council. The criteria are designed to indicate a continued involvement in quality teaching practices and are evidenced through:

- approaches to teaching that influence, motivate and inspire students to learn
- development of curricula and resources that reflect the philosophies of natural medicine
- approaches to assessment and feedback that encourages independent learning
- respect and support for the development of students as individuals
- scholarly activities that have influenced and enhanced learning and teaching practices

The academic awards presented by Endeavour College of Natural Health are separated into two categories:

- **State Awards** – Awards in the area of Teaching Performance and Clinical Supervision presented to the best candidates in each state annually
- **National Awards** – A single award presented each year by the College and following closely the criteria set out by the Australian Learning and Teaching Council

State Teaching Awards

The following are specific criteria against which nominations for the state teaching awards will be judged:

**Teaching Performance**

Excellence as supported by at least two of the following criteria:

- Outstanding Student Evaluations
- Outstanding contribution to department collaboration
- Outstanding contribution to student assessment
- Outstanding role model of lifelong learning in the classroom
- Outstanding teaching performance in the classroom demonstrating creativity, imagination or innovation

**Clinical Supervision**

Excellence as supported by at least two of the following criteria:
• Outstanding Student Evaluations
• Outstanding contribution to student clinical assessment
• Outstanding role model of clinical practice to students
• Outstanding teaching performance within the clinical setting
• Willingness to contribute to the general development of Endeavour clinical studies

All permanent academic staff and sessional academics in the Higher Education or Vocational Education sectors of Endeavour are eligible to be nominated for a State Award for Excellence in Teaching and Learning, however there shall be no more than one winner in each category in each State.

If nominees are identified as attaining the relevant standards in the identified criteria, awards may be presented in all states each year at the annual graduation ceremonies.

Recipients of Awards for Excellence in Teaching and Learning will receive a framed certificate to commemorate their award and an additional budget allocation for the recipient’s professional development.

National Teaching Awards
All nominees for National Teaching Awards will be assessed on the criteria set out by the Australian Teaching and Learning Council in relation to the Awards for Teaching Excellence in regard to University Teaching. Endeavour will apply these criteria to teachers in both their Higher Education and Vocational Education sectors. Nominees are expected to provide evidence in relation to excellence in two of the following five criteria. Nominees should not feel limited by the following illustrative examples:

1. **Approaches to teaching that influence, motivate and inspire students to learn**, which may include fostering student development by stimulating curiosity and independence in learning; contributing to the development of students’ critical thinking skills, analytical skills and scholarly values; encouraging student engagement through the enthusiasm shown for learning and teaching; inspiring and motivating students through high-level communication, presentation and interpersonal skills

2. **Development of curricula and resources that reflect a command of the field**, which 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

3. **Approaches to assessment and feedback that foster independent learning**, which may include integrating assessment strategies with the specific aims and objectives for student learning; providing timely, worthwhile feedback to students on their learning; using a variety of assessment and feedback strategies; implementing both formative and summative assessment; adapting assessment methods to different contexts and diverse student needs

4. **Respect and support for the development of students as individuals**, which may include participating in the effective and empathetic guidance and advising of students; assisting students from equity and other demographic subgroups to participate and achieve success in their courses; influencing the overall academic, social and cultural experience of higher education

5. **Scholarly activities that have influenced and enhanced learning and teaching**, which may include showing advanced skills in evaluation and reflective practice; participating in and contributing to professional activities related to learning and teaching; 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

All permanent academic staff and sessional academics in the Higher Education or Vocational Education sectors of Endeavour are eligible to self nominate for the National Award for Excellence in Teaching and Learning. There shall be no more than one national recipient annually.

If a nominee is assessed as attaining the relevant standards in the identified criteria, the national award will be presented.

Recipients of Awards for Excellence in Teaching and Learning will receive a framed certificate to commemorate their award and an additional budget allocation for the recipient’s professional development.

**Related Procedures: Nominations and Assessment**

**State Teaching Awards**

For each nomination there shall be a nominator who can be either a self nominee, current staff member, current student of Endeavour or recent graduate of the College.
The nominator should be available and willing to act as referee for the nominee if contacted by the Chair of the assessment panel for a reference. The nominee should have taught at the designated College Campus within the academic year previous to the award being presented.

Nominations shall use the appropriate form and applications will be forwarded to the Head of School by the due date.

- **Endeavour State Award for Academic Excellence – Nomination Form - Student Use**
- **Endeavour State Award for Academic Excellence – Nomination Form - Staff Use**

Nominations should include a statement about how the nominee meets the criteria for the award for which he/she has been nominated. If documentary evidence is available, such as an example of an outstanding learning activity, this can be included in the nomination. Documentary evidence is not required for the nomination process.

**Assessing Nominations**

A panel chaired by the Head of School and consisting of senior academic and administrative staff including representatives from the relevant states will assess all applications for the awards and make recommendations to the DOE.

In assessing submissions against the selection criteria, the panel will take into account:

- The extent to which the nomination for excellence is supported by formal and informal evidence such as student feedback

The degree of success of previous nominations is not taken into account, although evidence of previous nominations might be *prima facie* evidence of sustained excellence in teaching.

The names of award recipients will be reported at the first available meeting of the Academic Board for noting.

**National Teaching Awards**

Nomination for the National Teaching Award at Endeavour is through a process of self nomination. Any academic staff member is eligible to apply or may encourage and support a colleague to apply for the award.

Nominations should include a statement about how the nominee meets the criteria for the award for which he/she has nominated including, if applicable, documentary evidence demonstrating how she/he has met at least two of the specific criteria for the
award. The responsibility for providing the statement lies with the applicant. This statement should not exceed four pages in length and should clearly identify the criteria against which the nominee has chosen to be assessed.

The nominee can provide the names of references if required and these people should be available and willing to act as referee for the nominee if contacted by the Chair of the panel. The nominee should have taught at Endeavour College of Natural Health within the academic year previous to the award being given.

Calls for nominations are advertised by Endeavour College of Natural Health. Nominees are to submit their application to the Director of Education by the declared closing date.

**Assessing Nominations**

A panel chaired by the Director of Education, consisting of senior Endeavour College academic and administrative staff, and also including an external academic member, with representation across the states, will assess all applications for the award and make recommendations to the Chief Executive Officer.

In assessing nominations against the five criteria, the panel 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; and
3. information contained in Student Feedback Surveys, references and selected teaching materials submitted by the nominee.

The five criteria will be given equal consideration by the panel.

The Committee may contact nominees and/or referees for clarification and/or further information.

The degree of success of previous nominations is not taken into account, although evidence of previous nominations might be *prima facie* evidence of sustained excellence in teaching.

**Definitions:** Not Applicable

**Further Information:**

**Related Policies:** [Professional Development Policy – Permanent Staff]
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Policy Author: National Manager – Quality, Standards and Compliance
Policy Owner: National Manager – Quality, Standards and Compliance
Contact: National Manager – Quality, Standards and Compliance
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Approval Committee: Academic Board
Meeting date: 25 March 2010
Agenda Item: 4.2

Endorsement Committee: College Council
Meeting date: 13 August 2010
Agenda Item: D.19


Responsibilities for Implementation: National Manager – Quality, Standards and Compliance

Key Stakeholders:
Director of Education
National Academic Manager – Curriculum
Heads of School
Teaching Staff
Students

Date for Next Review: 13 August 2011

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