Contribution to Teaching Award

Category: Academic;
Jurisdiction: Senate Teaching and Learning Committee;
Approval Authority: Senate;
Established on: January 25, 2008;
Amendments: January 29, 2010; January 15, 2018; March 18, 2019

Lakehead University's Contribution to Teaching Award recognizes superior teaching performance. Up to six awards are given annually.

Recipients of the Contribution to Teaching Award will be publicly recognized at Senate, and will receive a monetary award of $100.00 each. Recipients will also be invited to lead a workshop on an aspect of their teaching practice.

Eligibility

a) All faculty members (full-time and contract) are eligible to be nominated, but they must have taught for at least four terms at Lakehead University. Members currently on the Senate Teaching and Learning Awards Sub-Committee are ineligible.

b) An individual may receive only one award every three years.

Nominations

Nominations of instructors for an award are to be made by groups of at least five students prior to February 15th. Nominating students must complete the nomination form and attach a letter from the nominating group summarizing the significance of the nominee's contributions according to the criteria listed below. (Note that nominees are not expected to meet all of the criteria.)

Eligible nominees will be notified by the Office of the Provost and Vice-President (Academic).

Nominees will indicate their acceptance of the nomination by submitting a teaching dossier (maximum of ten pages with SET/SFT sheets in an appendix) prior to March 31st.

The teaching dossier must include the following:
- A statement of teaching philosophy
- A summary table of the evaluation scores from the Student Evaluation of Teaching and/or Student Feedback on Teaching at Lakehead University for each course taught in the last four terms of teaching. (Photocopies of the original course Student Evaluation of Teaching/Student Feedback on Teaching summary sheets for each course taught in the last four terms of teaching must be included in the Appendix.)
- Evidence as to how the selection criteria are met. Suitable examples include course syllabi, student testimonials, peer reviews of teaching, letters of support from colleagues, professional development efforts, examples of student work, and/or examples of assignments. (Note that nominees are NOT expected to meet all of the criteria, but should indicate clearly which criteria they are addressing in their dossier.)

Note: Nominees are encouraged to access resource materials available through the Teaching Commons and its website: http://teachingcommons.lakeheadu.ca

Selection Committee

The Awards sub-committee makes the initial recommendation to the full STLC which then makes a recommendation for up to 6 awards to the Provost.

Criteria for Selection

Course Design
- Clear, complete, and comprehensive syllabus
- Clear overview and organization of course structure and content
- Clearly articulated learning objectives and/or competencies with closely aligned teaching objects/activities and assessments for each objective/competency

- Relevant, authentic, sequenced, and varied assessments – both formative and summative – that correspond to the learning outcomes/competencies
- Clear and comprehensive grading policy
- Clearly stated policies and periods of availability for student assistance, support, consultation, etc.
- Evidence that course, content, and assessments respond to varied learning styles
- Use of current and relevant instructional materials that are essential to the objectives/competencies

Course Presentation

- Organized, systematic, and accessible presentation of course content
- Demonstrated, thorough, and current knowledge of the subject matter
- Effective, engaging teaching presence and performance
- Use of active learning strategies and other learner-centered pedagogies
- Engaging and positive class environment
- Positive and effective class management
- Positive and supportive rapport with students in class/course, during office hours, etc.
- Use of current technology that supports objectives/competencies, promotes student engagement, and invites active learning

Course Innovation and Enrichment

- Personal, unique, and interactive engagement with content, presentation, and course (i.e. goes beyond "course-in-a-box" presentation)
- Use of innovative strategies, tools, technologies, etc. to ensure student comprehension of and competency with required knowledge and skills
- Relevant and assessable activation of students' "higher-order thinking skills" (HOTS), such as application, analysis, synthesis, evaluation, creation
- Effective formative and summative assessments that assist in knowledge/skills acquisition, encouragement of critical thinking, achievement of objectives/competencies, and participation in the learning process

- Cultivation of career-relevant "soft-skills" such as communication, problem-solving, time management, flexibility, motivation, responsibility, teamwork, leadership, etc.
- Active modeling of "teacher as learner" in a "lifelong-learning" context

NOMINATIONS AND DOSSIERS ARE SUBMITTED THROUGH AN ONLINE PORTAL MANAGED BY THE TEACHING COMMONS

Please address all correspondence to:

Chair, Senate Teaching & Learning Awards Sub-Committee

c/o The Teaching Commons

Review Period: When required;

Date for Next Review: To be determined;

Related Policies and Procedures: None;

Policy Superseded by this Policy: None

The University Secretariat manages the development of policies through an impartial, fair governance process, and in accordance with the Policy Governance Framework. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-346-7929 or Email: univsec@lakeheadu.ca.