

Contribution to Teaching Award

(draft – 4 Jan 2018, with revisions by TEACHING AWARDS SUB- COMMITTEE)

Approved By:

Senate

Effective Date:

January 25, 2008 [Revised 29 Jan 2010]

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.

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: <https://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
% The Teaching Commons

Process for Selection Contribution to Teaching Award

Approved By:

Senate

Effective Date:

January 25, 2008 [Revised 29 Jan 2010]

~~Lakehead University's Contribution to Teaching Award recognizes superior teaching performance. Up to six awards are given annually. The Contribution to Teaching Award has been established to recognize high levels of 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.

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 ~~(including the Orillia campus)~~. Members currently on the Senate Teaching and Learning Awards Sub-Committee are ineligible.
- b) ~~An individual faculty member~~ may receive only one award every three years.

NOMINATIONS

Nominations of ~~instructors~~ faculty 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.)~~The nomination involves completion of the nomination form and attachment of 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, but should indicate how they meet as many of them as possible.)~~

Eligible nominees will be notified by the Office of the Provost and Associate 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 should include the following:

- A statement of teaching philosophy
- A summary table of the evaluation scores from the Student Satisfaction Survey of Courses and/or Student Evaluation of Teaching and/or Student Feedback on Teaching at Lakehead University for each course taught in the last four terms of teaching, supported by (P) photocopies of the original course sStudent satisfaction eEvaluation 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.)how they meet as many of them as possible.

Note: Nominees are encouraged to access resource materials available through the Teaching CommonsIDC and its website: idc.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. All voting members of the Senate Teaching and Learning Committee, with the exception of the Vice-President (Academic) & Provost, the Associate Vice-President (Academic), and the Director of the Instructional Development Centre, will form the Awards Selection Committee. The Committee will forward all recommendations to the Vice-President (Academic) & Provost.

CRITERIA FOR SELECTION

1. Course Design/Presentation

- 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

- ~~Enthusiastic~~
- ~~Uses varying communication techniques~~
- ~~Motivates strong class performance~~
- ~~Inspires self-learning~~
- ~~Provides accessible material~~
- ~~Provides interesting material~~
- ~~Course content and expectations are consistent with course outline~~

Course Presentation².Enhancement of the Learning Experience

- 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

- ~~Available to students outside class time~~
- ~~Relates discussion and class involvement to course content~~
- ~~Promotes quality discussions~~
- ~~Incorporates sound evaluation methods~~
- ~~Promotes an interactive learning environment~~

Course Innovation and Enrichment³.Reputation for Superior Teaching

- 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
- ~~Delivers a maximum effort~~
- ~~Appears well organized~~
- ~~Provides leadership and innovation~~
- ~~Models the teacher as a learner:~~
 - i-~~Demonstrates humility~~
 - ii-~~Demonstrates open-mindedness~~
 - iii-~~Uses fairness in judgment~~

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

Please address all correspondence to~~SUBMIT NOMINATIONS TO:~~

Chair, Senate Teaching & Learning Awards Sub-Committee
c/o The Teaching Commons~~Office of the Vice-President (Academic) and Provost~~
UC 2007, 2nd floor, University Centre