

## QUB Teaching Awards: Notes for Guidance

The Teaching Awards Scheme was established to encourage and reward the development of learning and teaching practices as well as learning support practices that have led to particularly effective/worthwhile learning.

The Scheme is open to full members of Queen's University staff. Applications embracing a diversity of approaches are welcomed as the Teaching Awards Scheme recognises noteworthy examples of traditional methods, as well as innovative approaches. Applications for postgraduate teaching as well as undergraduate teaching are invited.

The Awards are a competitive process and normally up to 10 Teaching Awards are available. A prize of £1000 is awarded to each successful individual or team. The prize is paid into a dedicated School account for the exclusive use of the winning team or individual for professional development purposes. Winners will not normally be eligible to apply for another Award within a three year period. Exceptions to this would be considered if the approach adopted was significantly different from the work for which they were previously recognized.

Dissemination of the good practice identified is an important element of the Teaching Awards Scheme and is carried out in the following ways:

- Information on the work of the Award recipients will be made available on the web
- Where the approach has applicability beyond the recipient's own discipline, the recipient may be invited to participate in a dissemination event such as the CED conference or a HE forum event
- An article about the recipients will be featured in Reflections newsletter
- Colleagues are invited to contact the recipients to discuss their teaching approach.

There are four categories of Teaching Awards as follows.

### **Category One: Sustained Excellence (Individual Award)**

This category is open to individual academic and learning support colleagues who have been teaching\ supporting learning within higher education for five or more years.

### **Category Two: Rising Stars (Individual Award)**

This category is open to individual academic and learning support colleagues who have been teaching\ supporting learning within higher education for less than five years.

### **Category Three: Excellence in Teaching or Learning Support by a Team (TeamAward)**

This category is open to teams of academic and learning support colleagues.

### **Category Four: Student-Nominated Awards Students**

A minimum of 4 students per nomination are invited to e-mail their nomination to the Centre for Educational Development who will then inform the relevant staff member and invite them to put an application forward.

## **Applying for a Teaching Award**

The application process is in two stages as follows:

### **Stage 1: Submission of an Analytical Account**

The discussion section of the analytical account should not exceed 1700 words, plus 300 words of context. Shortlisting is undertaken by a panel consisting of the Pro-Vice-Chancellor for Education and Students, representatives from each of the Faculty groupings, representatives from Academic and Student Affairs and the VP Education, Students' Union. Dr Kate Exley is the external assessor.

### **Stage 2: Presentation**

Shortlisted applicants are invited to give a brief presentation to the panel in support of the case made in their analytical account.

## **FURTHER INFORMATION**

For further information please contact Liz McDowell, ext 5301, email [e.mcdowell@qub.ac.uk](mailto:e.mcdowell@qub.ac.uk) or <http://www.qub.ac.uk/directorates/AcademicStudentAffairs/CentreforEducationalDevelopment/>