

**ANNUAL TEACHING EXCELLENCE AWARD (ATEA) NOMINATION FORM
(FOR SELF, PEER AND FACULTY NOMINATIONS)**

The ATEA recognises excellent teaching in the year under review, AY2008/2009.

- I propose _____ for the Annual Teaching Excellence Award.
- He/she is a faculty member (full-time or part-time¹) for the year under review and is a current faculty teaching award winner.
- The nominee meets the following requirements, as evidenced in the ATEA Dossier.

Educational Activities (please see explanatory notes on the reverse)

The nominee has exceptional accomplishments in **more than 1** of the following, including Classroom Teaching

Teaching Practices (please tick where applicable)

- Classroom Teaching
- Student Assessment
- Module Development
- Project/Research Supervision
- Teaching Range

Professional Development

Peer Reviews (please see explanatory notes on the reverse)

The nominee is an excellent teacher as evidenced by Peer Reviews. At least one Peer Review should be conducted within the past three years and preferably within the year of review.

Student Opinion (please see explanatory notes on the reverse)

- The nominee is an excellent teacher as evidenced by Student Feedback (SF). ALL SF reports from the year under review are submitted.
- Overall scores are consistently above faculty average.
- The qualitative comments are positive for most modules.
- There are no recurrent negative comments.

¹ - part-time and adjunct teaching staff, but **not** visiting staff.

- part-time teaching staff should have **substantial involvement over an extended period**; this includes teaching at least one module/semester in its entirety (i.e. not just a part of a team-taught module/course), and engaging in various teaching activities; should be involved, at least, in lecturing, tutoring and assessment.

EXPLANATORY NOTES (ATEA)

Excellent Teaching is reflected in the outcomes. The nominee should clarify (and the FTEC verify) the relationship between his/her teaching and as many of the outcomes as possible, which include but are by no means limited to:

- ability to see connections within and across a topic/subject
- critical thinking
- capacity for rigorous inquiry
- familiarity with the use of evidence and/or arguments
- capacity for creative and thoughtful application
- ability to learn independently
- ability to communicate effectively.

Educational Activities:

Classroom Teaching

There should be exceptional exposition (lecturing) as well as effective and efficient classroom strategies that go beyond exposition (e.g. which involve student participation).

Student Assessment

The teaching portfolio should support claims of excellent use and design of assessment. Repetition of examination questions, class tests or tutorial assignment will be considered unfavourably.

Module Development

Modules designed by the nominee should have something unique in them, e.g. an innovative concept, a design which is in harmony with the department's educational goals or the broader educational goals of the university.

Project/Research Supervision

Please provide evidence of the nominee as a good supervisor, and attach a list of people (with contact information) the nominee has supervised over the last three years.

Teaching Range

The nominee has a range in teaching with respect to levels (1000, 2000, etc), subject matter, and teaching modes (lecture, tutorial, sectional teaching, seminars, etc.).

Professional Development

This refers to the nominee's commitment to professional development, which may be manifested through participation in educational conferences, seminars, workshops and lectures.

Peer Reviews

These should provide substantial and informative *qualitative* comments in addition to quantitative information.

Student Opinion

This may be inferred from Student Feedback: Both quantitative and qualitative scores in student feedback should not indicate poor student opinion. Repeated complaints from students about poor aspects of classroom instruction should be cause for concern. Statements about high quality in classroom instruction should be confirmed in Peer Reviews.

NAME OF PROPOSER: _____ **SIGNATURE/DATE:** _____

NAME OF NOMINEE: _____ **SIGNATURE/DATE:** _____

FACULTY/DEPT: _____