

## Vice-Chancellor's Teaching Award and Outstanding Teacher Awards 2018/19

### Inspirational teaching

The Vice-Chancellor's Teaching Award recognises and celebrates *inspirational teaching* at Nottingham Trent University.

The criteria for the award are based on a consultation with the NTU community. The qualities of an inspirational teacher were explored with NTU students, staff and alumni. Below is the set of attributes derived from this discussion: these describe what inspirational teaching means at NTU.

#### An inspirational teacher...

Attribute	Indicators
<b>Creates memorable, positive learning experiences</b>	<ul style="list-style-type: none"> <li>Is an engaging and effective communicator who is able to translate complex and difficult concepts for students and bring the subject alive</li> <li>Knows, and empathises with their students, understanding and responding to their needs</li> <li>Builds effective relationships with students, motivating and encouraging them, guiding their learning and ensuring that they feel confident and valued when expressing their ideas</li> </ul>
<b>Is a catalyst for change in the student</b>	<ul style="list-style-type: none"> <li>Creates an intellectually challenging learning environment that stretches students and makes them think in different ways about their subject</li> <li>Constructs transformative experiences that encourage risk-taking, employing thought-provoking and sometimes disruptive discussions and tasks that lead to revelation</li> <li>Involves students in opportunities to share ideas and construct their own knowledge, leaving them hungry to know more</li> </ul>
<b>Embodies the discipline, practice or profession for the student</b>	<ul style="list-style-type: none"> <li>Adopts a scholarly approach to their subject and has a rich understanding of how it is taught and learnt, along with a disciplinary passion and curiosity which engages students</li> <li>Models personal and professional integrity and wisdom</li> <li>Works in partnership with students, respecting ideas and contributions and giving credence to what is said</li> </ul>

### Call for Nominations

Staff and alumni are invited to nominate members of staff for the award.

The nomination requirements are as follows:

<i>Nomination</i>	Two members of staff and/or alumni nominate	Combined 300-word statement, making the case for nomination, addressing the Award criteria
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<i>Supporting information</i>	Nominee provides supporting information	<i>Either</i> a 500-word statement, <i>or</i> a 3-minute video. This must address the Award criteria
<i>Student feedback</i>	Nominee provides evidence of broad base of student feedback about their teaching	This should be a document summarising student feedback on the nominee's teaching (e.g. from module evaluation, course feedback, EvaSys)
<i>Signed approval</i>	Nominee provides sign off by a member of the School Executive Team	The approval form is appended and also available on the <a href="#">TILT website</a>
<i>Observation</i>	Nominee is observed by two members of the Selection Panel – one staff and one student	The observation will be scheduled into regular teaching during Term Two

The nominee is responsible for ensuring that the statements, any feedback summary and school executive approval are submitted within the deadline. The supporting information does not need to be exhaustive but should provide the panel with sufficient basis upon which to make a decision against the criteria.

#### *Eligibility for nomination*

- The Award is open to colleagues who hold HEA Fellow status, teach and who have been employed by the University for a minimum of eighteen months prior to nomination (on a full- or part-time basis).
- Nominations will be judged on the merit of the submission and this will determine the number of awards made in any one year. The award scheme can be revoked at any point, following approval by the Academic Board.
- Winners of the Award will not be eligible for re-nomination. However, support may be given for applications to the National Teaching Fellowship Scheme.

#### **Guidance on the nomination and nominee statements**

A case must be made for inspirational teaching, addressed to the attributes and indicators above.

It is expected that the case for nomination will relate to inspirational teaching at Nottingham Trent University.

Statements by nominators and nominees should be critically reflective and might usefully consider design and delivery of teaching, as well as the impact for students.

Useful information to cite might include:

- Feedback from peer observation
- External examiner reports
- Nomination for a NTSU *Outstanding Teacher Award*
- How the nominee encourages novel ways of looking at things, creativity, problem solving, etc.
- How the nominee uses a range of techniques in teaching: e.g. analogy, exemplars, case studies, props
- Creative design of the structure or organisation of a course, module or curriculum

- How the nominee integrates reference to work and employability into the curriculum, e.g., own lived experience, invited speakers from industry, placements, workplace visits, constructive use of graduate destinations data
- How the nominee integrates scholarship in their teaching and the impact this has on learning, e.g., knowledge of their subject, practice, or profession; using understandings of how the subject is learnt, use of own or others' research, inquiry-based modes of learning

### Key dates

Call for nominations opens	Late October 2018
Deadline for submission of nominations and supporting information	25 November 2018
Panel observe a teaching session for shortlisted candidates	Jan/Feb/Mar 2019
Nominees informed of outcome	May 2019

### Selection process

- **Vice-Chancellor's Teaching Award**

A selection panel will assess nominations against the Award criteria and make recommendations to the Vice-Chancellor. The panel will include academic colleagues and students.

- **Vice-Chancellor's Outstanding Teacher Awards**

From the winners of the Vice-Chancellor's Teaching Award two colleagues will be selected to win either the:

- Vice-Chancellor's Outstanding Teacher Award for an Early Career Teacher
- Vice-Chancellor's Outstanding Teacher Award for an Established Teacher

These awards celebrate and showcase the work of the academic who embodies distinguished teaching and learning as an early career or established teacher.

### Prizes

Each winner will receive £2,000 to use for professional development, for example to fund attendance at a conference, or a visit to another institution. Any equipment, books or other resources purchased using this fund will remain property of NTU.

It is expected that this money will be spent within the year following receipt of the Award; e.g. awards made in April 2019 should be spent between August 2019 and July 2020. NTU purchasing procedures should be followed and colleagues are advised to contact their purchasing agent if unsure.

### Terms and conditions for successful applicants:

- Award winners will support the development of a culture of inspirational teaching at NTU.
- Successful applicants are expected to support TILT publicity and may be asked to contribute to future TILT events.

- Applicants must inform TILT of any successes or outputs such as subsequent awards and publications.
- TILT will not be able to arrange for any extension of the funds into the subsequent financial year.
- Any equipment, books, or other resources purchased using these funds remain the property of the individual's School on conclusion of the project, to assist with dissemination and sharing of practice.

Please forward the nomination documents described above to your nominated School Executive Team member for approval.

#### APPENDIX ONE: TO BE COMPLETED BY A MEMBER OF THE SCHOOL EXECUTIVE TEAM

On behalf of the School Executive Team I support the nomination:

Name of nominee (print) \_\_\_\_\_

School (print) \_\_\_\_\_

Nomination supported by (print) \_\_\_\_\_

Job Title (print) \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_

**N.B.** Where the application has not been supported, written confirmation of the reasons for this must be provided by the nominated School Executive Team member to the nominee.

Please pass back all nomination documentation, including a signed approval form, to the nominee. This should then be submitted to: [teaching.award@ntu.ac.uk](mailto:teaching.award@ntu.ac.uk) by midnight on **Sunday 25 November 2018**.

#### Further information

Further information is available on the [NTU TILT site](#). Queries should be directed to [TILT](#) (ext 84375) or [Catherine Gillam](#).

All documentation should be submitted to: [teaching.award@ntu.ac.uk](mailto:teaching.award@ntu.ac.uk) by **midnight on Sunday 25 November 2018**.