TEACHING EFFECTIVENESS COMMITTEE

**TEACHING AWARD**

**UNIVERSITY OF LETHBRIDGE**

## **Eligibility**

1. The award will be open to University of Lethbridge continuing and sessional faculty members teaching Faculty of Management courses. The award is open to all academic staff, including continuing, limited term and sessional instructors, teaching Faculty of management courses at the University of Lethbridge
2. The faculty member must have taught at the University of Lethbridge over two consecutive years (any of our campuses – Edmonton, Calgary and Lethbridge). The candidate must have taught courses over past two consecutive years at any of our three campuses
3. Winners of the award in the last three years are not eligible for the award.

## **Committee**

Annually the TEC committee will decide upon on a chair for the TEC award committee (no later than January 31st in the New Year). The Committee will be chaired by a TEC member; the chair will confirm/ensure minimum number of members on the committee. Other members can include (three to five members total): Faculty of Management Teaching Effectiveness Committee, Faculty of Management Advisory Council, Faculty of Management Area Chairs Faculty of Education and the Management Students’ Society.

The committee will be composed of:

1. Chair: a member of the TEC committee

2. Members (Maximum of 5)

* The Committee will issue a call for nominations in the beginning of February to close on March 15 each year.
* The award will be announced in 3rd week of September.
* Nominations are encouraged from current FOM members. This can include sessional, contractual, continuing or permanent FOM appointments.
* If a member of the Committee is nominated and that member wishes the nomination to stand, that member should resign. The Committee may decide to continue without replacing that person.
* The Committee will normally choose among nominees, but may choose to make no award or to ask that a nomination be brought forward again the next year.
* Decisions will be by majority vote.
* All decisions are final and are not subject to appeal.

### **Nomination Guidelines and Award Criteria**

A nomination may include any information the nominator wishes, but at a minimum must include:

1. name of the nominee and their eligibility for the award;
2. specification of the teaching period and course(s) that are the basis of the nomination;
3. a statement by the nominator in support of the nomination (see criteria below), and
4. a teaching portfolio from the nominee which includes: course outlines, course evaluations and any other information on teaching that the instructor deems relevant.
5. data collection through various respondents which could include: peers, students and nominees

Testimonials from current students and/or alumni are encouraged.

The TEC Teaching award will be based on superior performance in most of the following criteria:

* consistently superior classroom performance;
* applies new educational practices/processes in classroom setting;
* integration of technology to complement/enhance the student learning environment;
* attention to students’ intellectual development, interest and enthusiasm for learning (including outside activities);
* innovation in course content, paper or web based course materials, cases or project work, or other significant course development;
* presentation of course content and assessments at an appropriate level of rigor;
* excellent course planning, organization, communication and administration; and
* other contributions the nominator feels are significant, such as being a resource for colleagues, attention to students outside class, recognition by peers outside the University (e.g. awards, presentations, external use of materials), connection of theory to business applications, and providing a basis for students’ success in later courses or in their careers.

The nominator or nominee should specify any material that is confidential or otherwise may not be used by the award committee or the nominee in creating a dossier to be used for other awards.