



Deakin University

Learning Awards Guidelines

Application instructions and supporting information

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INTRODUCTION

The Deakin University Learning Awards recognise and celebrate learning and teaching at Deakin University, and the elaboration and implementation of Deakin's *LIVE the future* agenda. In addition, the awards assist the University to develop nominations for the Australian Awards for University Teaching.

The following Guidelines set out the application instructions and supporting information for the suite of 'Learning' awards. Please read the Guidelines thoroughly.

Awards

All applicants will apply for a *Deakin University Award for Teaching Excellence*. Up to twelve awards will be conferred as follows:

- The top ranked award winner will be awarded the **Vice-Chancellor's Award for Teacher of the Year**. This award will consist of a framed certificate, a trophy and a \$10,000 grant which may be used to further the recipient's teaching (e.g. travel to a conference, purchase of a specific piece of equipment etc.)
- The second ranked award winner will be awarded the **WJC Banks Award for Distinguished Contributions to Teaching and Learning**. This award will consist of a framed certificate, a trophy and an \$8,000 grant which may be used to further the recipient's teaching (e.g. travel to a conference, purchase of a specific piece of equipment etc.)
- The third ranked award winner will be awarded the **Jim and Alison Leslie Award for Outstanding Achievement in Teaching and Learning**. This award will consist of a framed certificate, a trophy and a \$7,000 grant which may be used to further the recipient's teaching (e.g. travel to a conference, purchase of a specific piece of equipment etc.)
- Up to nine winners will be awarded the **Deakin University Award for Teaching Excellence**. This award will consist of a framed certificate and a \$5,000 grant which may be used to further the recipient's teaching (e.g. travel to a conference, purchase of a specific piece of equipment etc.)

1. Eligibility

All Deakin University academic and general staff are eligible to apply. Please note that only academic staff will proceed to the *Vice-Chancellor's Award for Teacher of the Year*.

- Individual and team applications are welcome, teams may be of any size.
- Recipients of a Deakin Learning Award are ineligible to apply for the subsequent two years.
- Applications must be endorsed by the relevant Faculty Pro Vice-Chancellor or Associate Dean Teaching and Learning.

2. Selection criteria

2.1 Applicants must use the [Application Form](#) provided and the application must consist of:

- Application form with Sections 1, 2, 4 and 5 completed (Please note the awards coordinator will arrange completion of Section 6)
- One page Written Statement and Evidence: what you did and why, how it improved student learning/engagement, and evidence of that improvement
- One page evidence related to LIVE (see 2.2)
- One page evidence related to the OLT criteria (see 2.3)

2.2 One page evidence of achievement related to **ONE** of the following responses in Deakin's Learning promise (*LIVE the future*), determined by the nature of the contribution:

1. Welcome committed and capable learners
 - Which may include: Undergraduate, first year and transition programs; Faculty initiatives and programs; engaging students throughout their university experience.
2. Empower learners for the jobs and skills of the future
 - Which may include: Workplace learning and placement initiatives and programs; professional and industry connections that support students; reimagining the learning/industry community.
3. Provide cloud learning globally and locally
 - Which may include: the redesigning and transformation of programs/curriculum; creating an interactive student experience; cloud based submission, assessment and feedback; reimagining assessment; learning communities.
4. Enable learners to achieve at their own pace and in their own space
 - Which may include: redesigning and transformation of learning spaces both cloud and situated; self-paced learning opportunities; self-paced learning modules; responsive programs.

AND

2.3 One page evidence of achievement related to **ONE** of the following as set by the Office for Learning and Teaching (OLT):

1. Approaches to teaching that influence, motivate and inspire students to learn
 - Which may include: fostering student development by stimulating curiosity and independence in learning; contributing to the development of students' critical thinking skills, analytical skills and scholarly values; encouraging student engagement through the enthusiasm shown for learning and teaching; inspiring and motivating students through high-level communication, presentation and interpersonal skills.
2. Development of curricula and resources that reflect a command of the field
 - Which may include: developing and presenting coherent and imaginative resources for student learning; implementing research-led approaches to learning and teaching; demonstrating up-to-date knowledge of the field of study in the design of the curriculum and the creation of resources for learning; communicating clear objectives and expectations for student learning.
3. Approaches to assessment and feedback that foster independent learning
 - Which may include: integrating assessment strategies with the specific aims and objectives for student learning; providing timely, worthwhile feedback to students on their learning; using a variety of assessment and feedback strategies; implementing both formative and summative assessment; adapting assessment methods to different contexts and diverse student needs.
4. Respect and support for the development of students as individuals
 - Which may include: participating in the effective and empathetic guidance and advising of students; assisting students from equity and other demographic subgroups to participate and achieve success in their courses; influencing the overall academic, social and cultural experience of higher education.

5. Scholarly activities that have influenced and enhanced learning and teaching
 - Which may include: showing advanced skills in evaluation and reflective practice; participating in and contributing to professional activities related to learning and teaching; coordination, management and leadership of courses and student learning; conducting and publishing research related to teaching; demonstrating leadership through activities that have broad influence on the profession.
6. Enhancing student engagement
 - Which may include: creating and maintaining a stimulating and supportive learning environment; fostering a positive relationship between students and staff; facilitating an institutional culture that is learner centred.

3. Assessment

Applications will be judged against the selected *LIVE the future* responses, the OLT criteria and the degree to which the evidence in the written statement demonstrates the applicant has:

- improved student learning, engagement and/or overall experience
- provided clear and consistent evidence of that improvement, matched to the selected criterion
- gained recognition from fellow staff, faculty/area/department, and/or the broader community.

4. Application requirements

The applicant is required to submit the following:

- Award application form (Section 6 left blank)
- Written statement
- Two references, see 5.3 *References* for details
- All documents saved and submitted as a single PDF.

5. Application details

5.1 The Application must consist of the following:

- the completed 2014 Application Form
- three page written statement
- references.

5.2 Formatting requirements

The three page written statement must be formatted in the following manner:

- no more than three (A4) pages (any pages above three will be removed)
- font type Arial or Calibri size 11 (no narrow fonts)
- margins are a minimum of 2cm
- no columns.

5.3 References

- Provide two references of no more than one A4 page each that comment on the applicant's contribution to/impact on student learning in the context of the application (any pages above one will be removed).
- One reference must be from a senior colleague/supervisor.
- One reference must be from a colleague not teaching in the same school, but who is able to comment on your/the team's contribution to teaching at Deakin and your/the team's performance in relation to the criteria set out above.
- If it is a team application the references must apply to the team.
- Please ensure the references are signed by the referee.

5.4 Faculty endorsed and compliance checked

Please ensure your application is endorsed, proofed, compliance checked and signed off by Faculty (See Section 3 and 5 of the Application Form)

6. Further assistance

If you require assistance in preparing your application, please consult with a previous award winner and/or your Faculty based academic developer or contact Lisé Baker, Learning Research and Evaluations, Deakin Learning Futures (lise.baker@deakin.edu.au).