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[Home](#) > [Academic resources](#) > [Teaching @ Augustana](#) > [Teaching Awards](#) > [Early Achievement of Excellence in Teaching Award](#)

# Early Achievement of Excellence in Teaching Award



## I. PURPOSE

To recognize the achievement of teaching excellence by full-time continuing academic staff at the Augustana Faculty, to encourage the pursuit of excellence among newly appointed academic staff and to promote informed discussion of teaching and its improvement at the Augustana Faculty.

## II. ELIGIBILITY

Any individual in their first university appointment who has completed no more than five years of University teaching as a full-time continuing member of the academic teaching staff (Category A1.1 or A1.5) is eligible. Five years is defined as five full years of teaching exclusive of leaves and duties which constitute absence from teaching. Nominees must have been teaching within the last 24 months of the date of nomination. If an eligible individual takes on a new position that places him/her in a different staff category, that individual will remain eligible for nomination for 24 months after his/her reclassification. However, individuals may apply for only one of either this award or the Augustana Sessional Teaching Award in a given year.

Deadline for nominations is the 2nd Friday of classes during the Fall 11 week term.

## III. NOMINATION DOCUMENTATION

**(See below: Size of Nomination Submissions)**

Nominations must be accompanied by evidence of the merits of the individual for the award. Such evidence may include:

- A teaching dossier. This may contain sample course descriptions, course outlines, course materials (including details on access to course web sites), samples of exercises used to assess student learning, evidence of professional development activity in relation to teaching and learning, and evidence of scholarship in teaching and learning like publications or conference presentations.
- Student evaluations of instruction. Particular with reference to questions relating to the overall quality of a course, the quality of instruction and the rigor in assessment of the course work.
- Support letters from peers.
- Support letters from current and former students.

## IV. CRITERIA

The adjudication criteria for the Augustana Early Achievement of Excellence in Teaching Award are set out below (not necessarily in order of importance) and nominations and documents should address these criteria as much as possible:

1. Exhibit a consistently superior command of the subject matter in the context of a Liberal Arts and Science Faculty.
2. Demonstrate excellent planning and organization in course outlines and objectives, reading and laboratory assignments, handouts, projects, grading schemes, examinations and all other material associated with courses.
3. Instill vital interest in and enthusiasm for the subject on the part of students.
4. Strongly encourage and foster both independent and collaborative study while consistently demonstrating concern for student progress and being available and approachable for out-of-classroom consultation.
5. Generate a desire for continued learning.
6. Strongly encourage students to be critical, to think independently as well as collaboratively, and to solve problems.
7. Present the subject matter at an appropriate level of rigor.
8. Demand that students have a comprehensive, coherent understanding of the subject matter.
9. Be a valuable resource for both students and colleagues in the spirit of collegiality anticipated in the context of a Liberal Arts and Science Faculty.
10. Contributes to curriculum development for the program.
11. Promotes and contributes to excellence in teaching by collaborating with others within the University and/or with communities at large.

## V. SIZE OF NOMINATION SUBMISSIONS

Winners of Augustana Faculty awards may be nominated by the Faculty for University level awards in the years following their awards at Augustana.

University awards have restrictions on the size of nomination submissions. The Provost's Award for Early Achievement of Excellence in Undergraduate Teaching has the following instructions: *Nomination packages must not include extensive course outlines, bibliographies, examinations, papers, etc. This is an undergraduate teaching award, so detailed information about graduate teaching and research publication is not relevant; however, a very brief curriculum vitae is invited to be included within the 20-page limit.*

If a nominee is subsequently nominated for a national 3M Fellowship, their guidelines note that: Nominations must not exceed 75 numbered pages, including appendices and graphics.

Nominators should consider such limitations when preparing their nominations.

## VI. UNIVERSITY WIDE AWARDS: Augustana nomination process

Names of Augustana teaching award recipients are added to the pool of previous awardees. This pool is considered by the Dean's office for nomination to University-wide teaching awards. Winning an Augustana teaching award does not guarantee that the awardee will be nominated to the relevant university-wide teaching award. Augustana teaching award recipients may be nominated by the Dean more than once for University-wide awards.