

Office of the Provost and Vice-President (Academic)

[excellence.awards@ualberta.ca](mailto:excellence.awards@ualberta.ca)

[provost.ualberta.ca](http://provost.ualberta.ca)

## Vargo Teaching Chair

The Vargo Teaching Chairs are awarded to innovative, excellent teachers, who have shown leadership and mentorship of colleagues. During their tenure, the Vargo Teaching Chairs will be provided with funding to carry out a teaching-related project. The incumbent will have teaching duties throughout the period of the term.

Funds in the amount of \$20,000/annum will be available for approved teaching initiatives. The funds may be used for a variety of purposes and in a combination of ways (e.g., hiring a graduate teaching or research assistant, developing a new teaching technology, travel to conferences, or partial payment of a postdoctoral fellow). No portion may be taken as salary for the applicant. Funds are held by the University of Alberta and spent as outlined in the approved application and in accordance with University of Alberta policies and procedures. The Provost and Vice-President (Academic) may request the return of unspent funds following the completion of the Chair's term.

## Eligibility

Any **Continuing** Academic Staff at the University of Alberta from the following categories (as outlined in the [UAPPOL Recruitment Policy \(Appendix A\)](#)) may apply:

- A1 (Schedule A - Academic Faculty Member; Schedule B - Faculty Service Officers (FSO) Member; Schedule C - Librarian; Schedule F - Administrative and Professional Officers (APO) Member);
- A2.1 Career, Term 12, Terms Recurring (Schedule D - Academic Teaching Staff (ATS) member)

## Selection Guidelines

As outlined in the [UAPPOL Application and Selection Procedure](#), the following was considered in the development of the adjudication criteria for the Vargo Teaching Chair:

- Evidence of a career commitment to teaching excellence.
- Evidence of a broad range of teaching at undergraduate and graduate levels in various settings.
- Demonstration of creativity in teaching that enhances learning and engages students.
- Evidence of educational leadership.
- Excellence in mentoring of students and colleagues.
- Innovation in the project or planned activities.

- Impact of the project or planned activities on student learning and alignment with the institutional strategic plan(s)

Vargo Teaching Chairs at the University of Alberta have been created to foster excellence in teaching at the University. This program is committed to supporting individuals who have a history of educational leadership, teaching innovation, and who are committed to enhancing the learning experience of students at all levels.

## Application Process

### Two-Phase Application Approach

In **Phase 1** of the application process, we invite you to submit an expression of interest. This should introduce yourself to the committee, describe how you engage with the institutional commitments outlined in [Braiding Past, Present and Future: University of Alberta's Indigenous Strategic Plan](#) and our [institutional commitments to equity, diversity, and inclusivity](#). Your expression of interest should also highlight your commitment and dedication to excellence in teaching. Those selected to advance to **Phase 2** will be asked to provide a detailed narrative application, including specific evidence that demonstrates your excellence in these areas.

In other words, Phase 1 is about introducing yourself and your story, and Phase 2 is about diving deeper and providing concrete examples and evidence to support that story.

An **Application Template** is available online through the [Awards for Faculty Excellence](#) website.

Translation services are available upon request at no cost to the applicant.

### Multi-Modal Application

You are welcome to submit your application in the modality of your choosing (written, audio, video, graphics/animation etc.). The application template is designed to provide guidance on the criteria and specific information that should be included in your submission. If you prefer an alternative submission method or modality, please contact [excellence.awards@ualberta.ca](mailto:excellence.awards@ualberta.ca) for assistance.

The [Digital Scholarship Centre](#) offers support for the creation and production of multimedia resources, including access to a new media studio, assistance with video production, and [free consultations with knowledgeable staff](#).

## Deadline and Submission

Combine all pages into one PDF file and upload your single PDF application **by 12:00 p.m. (noon) on Friday, April 4, 2025**.

### File Naming Convention:

Name your file as: Lastname\_Firstname\_VargoTeachingChair.pdf

**Submit** your complete application online through the [Awards for Faculty Excellence](#) website.

# Selection Process

The Vargo Teaching Chair Award will be adjudicated by the Awards for Faculty Excellence Adjudication Committee. The Committee requires that no more than one member is absent from any meeting where decisions are made. All proceedings are to remain confidential.

## Committee Membership

Chair (voting)

- Vice-Provost (Learning Initiatives)

Members (voting)

- Member appointed by the Vice-Provost (Indigenous Programming and Research)
- Member appointed by the Vice-Provost (Equity, Diversity and Inclusion)
- Dean, Faculty of Graduate Studies and Research or delegate
- An executive member of the Students' Union or delegate (one-year appointment and may be appointed for a second year)
- An executive member of the Graduate Students' Association or delegate (one-year appointment and may be appointed for a second year)
- Executive Director, Centre for Teaching and Learning or delegate
- Dean or representative from each College
- Dean or representative from one of the stand-alone faculties
- A member of the GFC Committee on the Learning Environment appointed by the Chair
- A member of the University Teaching Awards Committee appointed by the Chair
- Two (2) Academic Staff members selected at large by GFC

Resource Members (non-voting)

- Portfolio Initiatives Coordinator, Office of the Provost
- Executive Assistant, Office of the Provost

Many considerations guided the development of this adjudication committee, including a range of expertise that will enhance the Committee's ability to execute this process using an equity lens.

## Equity, Diversity and Inclusion Training

The University of Alberta will provide training on equity, diversity and inclusion including instructions on limiting the impact of conscious and unconscious bias to all individuals involved in the adjudication process.

## Announcement of the Award

The appointment will be formally recognized at the annual *Celebrate! Teaching. Learning. Research* event.

## Support

If you require assistance please contact us at [excellence.awards@ualberta.ca](mailto:excellence.awards@ualberta.ca).

## Reporting Requirements

A final report on the Vargo Teaching Chair project or planned activities is due within three months of the end of the term.

There is no template for the final report. A brief summary (up to 4 pages) highlighting the Vargo Teaching Chair project activities and the outcomes realized during the term is sufficient for final reporting purposes. An electronic copy of the report should be sent to the Vice-Provost (Learning Initiatives) at [excellence.awards@ualberta.ca](mailto:excellence.awards@ualberta.ca).

**Protection of Privacy** - Personal information provided is collected in accordance with Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act (the FOIP Act) and will be protected under Part 2 of that Act. It will be used for the purpose of adjudicating the Awards for Faculty Excellence. Should you require further information about collection, use and disclosure of personal information, please contact [excellence.awards@ualberta.ca](mailto:excellence.awards@ualberta.ca).