**RECOGNITION AND REWARD OF**

**EXCEPTIONAL ACADEMIC ACHIEVEMENT**

**Enquiries**

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**Closing date for applications to reach Dean’s Office:**

**Friday, 21 Sept 2018.**

Dear Colleague

We wish to announce the commencement of the Recognition and Reward of Exceptional Academic Achievement nomination process of suitable candidates. Nominations must be submitted to the Dean by the specified closing date above.

The applicable provisions of the Regulation are set out below:

**1.         BACKGROUND AND PRINCIPLES**

1.1       Recognition and reward of exceptional academic achievers in research, teaching and learning, and community engagement are important elements of the University of Pretoria’s strategy to give effect to its stated vision and mission, as contained in the strategic policy documents of the University.

1.2       Exceptional achievement as it is referred to above implies the maintenance of unrivalled achievement in research, teaching and learning and community engagement. Excellence in this regard is measured in terms of the University’s two strategic drivers namely international competitiveness and local relevance.

1.3       There are six categories in which candidates may be nominated, namely:

(1)        Chancellor’s Award for Research;

(2)        Chancellor’s Award for Teaching and Learning;

(3)        Exceptional Achiever’s Award (including creative outputs); and

(4)        Exceptional Young Researcher’s Award (including creative outputs).

(5) Teaching Excellence Awards (see separate attachment)

(6) Community Engagement Award (see separate attachment)

**2.         CHANCELLOR’S AWARDS (par 1.3 (1) & (2))**

2.1       Four awards, two for research and two for teaching and learning, amounting to R100 000 each, are granted annually to the best achievers in the respective fields. Candidates for the awards must significantly exceed the criteria applicable to appointment at the level of full professor. Executive management may adjust the amount of the award from time to time.

2.2      Faculties are required to submit complete motivations together with the full academic *CVs* of the nominated candidates via the Dean to the Selection Committee, with the proviso that a faculty is limited to two nominations per category.

2.3    The consideration of submissions takes place in light of the broad strategic objectives of the University, which includes academic excellence, international competitiveness and local relevance.

2.4      Academics can only qualify once during a cycle of four years for a Chancellor’s Award. They can, however, be considered simultaneously for the awards for research and for teaching and learning.

2.5     In terms of paragraph 3 below, the recipients of a Chancellor’s Award in a specific year automatically qualify as candidates for an Exceptional Achiever Award in the ensuing three years.

2.6      A candidate cannot receive the Chancellor's award and the award of Exceptional Achiever simultaneously.

**3.         EXCEPTIONAL ACHIEVERS (par 1.3 (3))**

3.1     A number of awards amounting to R70 000 per annum for a period of three years (that is R210 000 in total for the three-year cycle) are granted annually to full professors who have already been in the service of the University for at least 2 years in that position,  who have maintained continuous exceptional achievement in each of the fields of under- and postgraduate teaching and learning, research, community engagement and administration, and who enjoy exceptionally high stature among their peers. Excellence in research implies international recognition as a researcher. The criteria for the awards significantly exceed the criteria applicable to appointment at the level of full professor. As a general rule, the award will be considered premature if a period of at least two years has not elapsed since the appointment as full professor at UP. The Executive can adjust the amount of the award from time to time.

3.2     The number of awards granted at any specific time during the three-year cycle may not exceed 50 in total. (The group of 50 must include the following persons: persons who automatically qualify as Exceptional Achievers after being evaluated by the NRF as A-rated researchers as set out in paragraph 3.5, as well as recipients of the Chancellor’s award who automatically qualify as Exceptional Achievers in terms of paragraph 2.5).

3.3      Faculties will submit full motivations, together with the extensive *CVs* of nominated candidates, via the Dean to the Selection Committee for consideration.

3.4      Faculties are not limited with regard to the number of submissions that are made annually.

3.5     Any academic who has been evaluated by the NRF as an A-rated researcher, automatically attains the status of Exceptional Achiever for as long as he or she retains such status.

3.6   Deans can be considered for these awards.  Deans may discuss a possible nomination with the designated Vice-Principal.  A nomination will be considered by the Selection Committee after consultation with the Vice-Principal: Academic.

**4.         EXCEPTIONAL YOUNG RESEARCHERS (par 1.3 (4))**

4.1       A number of awards amounting to R45 000 each is granted annually, with the proviso that a maximum of 2 candidates each may be nominated by the Faculties of Law, Theology and Education while the other faculties may nominate 3 candidates each. Candidates for this award are expected to have made a significant contribution to research recognised both locally and internationally.The Executive can adjust the amount of the award from time to time.

4.2      The awards are granted on the grounds of exceptional achievement in research, seen against the backdrop of the University’s strategic objectives of academic excellence, international competitiveness and local relevance.

4.3      The number of candidates, who receive this award, is limited to a maximum of ten persons per annum (with the exception of P-rated researchers as set out in paragraph 4.6 below).

4.4     Subject to par 4.6, the award is only granted to academic employees who have not yet been appointed as full professor or to employees in research posts; with the proviso that a specific individual can receive this award once only.

4.5     Faculties must submit full motivations, together with extensive *CVs* of nominated candidates, to the Selection Committee for consideration.

* 1. Any person who has been evaluated by the NRF as a P-rated researcher automatically attains the status of Exceptional Young Researcher, with the proviso that the candidate will hold this status and consequently be entitled to the accompanying remuneration for each year that he or she retains the P-rating.
	2. In principle an upper age limit of 40 years applies to this category. Candidates above this age may be considered based on substantiation by the relevant Dean of special circumstances to be considered in exception to the principle.

**5.         GENERAL MATTERS**

5.1      The onus for the proper motivation of candidates for a specific award lies with the faculty responsible for presenting the submission to the Selection Committee via the Dean. Faculties themselves decide on the procedure for identifying candidates, but proposals must formally serve before the Executive of the faculty concerned, assisted by two members (not necessarily members of the faculty concerned) who have previously been nominated as exceptional achievers, before being forwarded to the Selection Committee.

5.2      The format of submissions must be in line with that of submissions for normal academic promotions.  During the review process by the Selection Committee, the Committee is guided, above all, by peer evaluation of the candidate by respected academics outside the University. It is the responsibility of the faculties to see that such evaluations accompany the submissions.

5.3      The Committee for Senior Awards: Outstanding Achievers and other Awards serves as Selection Committee for all the awards. This Committee comprises the:

* Vice-Chancellor and Principal,
* Vice-Principals with academic and research duties,
* Individuals who are currently award winners, nominated by the Vice-Chancellor and Principal.

The Vice-Chancellor and Principal acts as Chairperson and the Deputy Director: Human Resources as Secretariat of the Committee.

Deans will receive documentation from all faculties and will be requested to present the candidates from their own Faculty to the Committee.

5.4   The Deputy Director: Human Resources requests submissions once a year, after which the Selection Committee considers submissions and makes the awards.

* 1. Awards are presented at a gala ceremony in the following year.

5.6 All employees appointed permanently or on contract in a fully-fledged academic post (post-retirement contract appointments excluded), qualify to be nominated for the awards mentioned in par 1.3. In the case of exceptional young researchers (par 1.3 (4)), employees appointed permanently or on contract in a fully-fledged research post also qualify.

5.6.1 There may be no appeal against the decision of the Committee, however, should a review of a decision by the Committee for Senior Awards: Outstanding Achievers and other Awards be requested, it will be conducted by the Registrar who can appoint two A-rated academics to assist her.

**CURRICULUM VITAE**

A template of an extensive CV for Academic Staff is available at: [Alphabetical list of policies on HR intranet page](https://www1.up.ac.za/webcenter/portal/HumanResources/topic?contentID=UPPR013242&_afrLoop=729898538808254#%40%3F_afrLoop%3D729898538808254%26contentID%3DUPPR013242%26scope%3DHumanResources%26visibility%3Dvisible%26_adf.ctrl-state%3Dt3emzoub9_78). See Curriculum Vitae for Academics

**Closing Dates**

* Members of staff who wish to be considered for the above-mentioned awards should submit their applications to the Dean concerned by:
**Friday, 21 September 2018.**
* Faculty nominations for the awards should reach the Deputy Director: Human Resources **electronically** (francois.vorster@up.ac.za) by **Friday, 05 October 2018**.

Yours sincerely

Mr A Pascoe

**Acting Director: Human Resources**