



National Excellence in Teaching and Learning Awards 2012



The Higher Education Learning and Teaching Association of Southern Africa (HELTASA) in collaboration with the Council on Higher Education will be making up to a maximum of five National Excellence in Teaching and Learning Awards in 2012.

Aims of the National Excellence in Teaching and Learning Awards

- To show support at a national level for excellence in teaching and learning in higher education.
- To generate a cadre of academics who are identifiable and able to provide inspiration and leadership in teaching in their disciplines, institutions and regions.
- To generate debate and public awareness about what constitutes teaching excellence.

Eligibility

Academics¹ (lecturers and academic development practitioners) at all South African public higher education institutions are eligible for this award.

Criteria

Applications will be considered holistically. The committee will evaluate the degree of reliability of data, and alignment of claims articulated with evidence provided. Awards will be made on the basis of evidence of some or all of the following:

| Criteria | This means that | Evidence |
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| Teaching is effective in a variety of contexts (80%) | <p>The lecturer</p> <ul style="list-style-type: none"> • Aligns outcomes, teaching and learning activities and assessment constructively when planning his/ her teaching. • Creates rich environments for active learning. • Sets high expectations. • Shows skills in the art and craft of teaching. • Is enthusiastic. • Is well prepared for class, presents material in an interesting and clear manner and has the ability to encourage diverse students to be engaged and learn. • Links to prior and future knowledge showing the relevance of what students are learning to the outcomes of the programme and the students' goals. • Responds creatively to challenges in the teaching context, including those posed by limited resources. • Can organize, emphasize and clarify ideas, and communicate knowledge beyond the mere exchange of information. • Blends new ideas, research and developments into teaching both within and outside the classroom. • Is fair and reasonable in the assessment of student learning and provides a variety of assessment opportunities with constructive feedback for formative development based on transparent assessment criteria. • Is open to new techniques and approaches to stimulate intellectual growth and to generate active student participation, including using a range of community engagement activities from work-integrated learning to service learning. • Is open to using a variety of delivery modes including face-to-face and technology enhanced. • Is innovative in his/ her teaching. • Makes significant contributions to teaching materials, development of the curriculum, teaching methods or the | <p><i>Evidence could include but is not restricted to the following:</i></p> <p>Own reflections on teaching philosophy Peer review/ endorsement/ testimony Student feedback Letters of support from students Artefacts such as study guides, multimedia, online materials, innovative student assessment, photographs</p> |

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| | <p>assessment of student learning in his/ her discipline.</p> <ul style="list-style-type: none"> Elicits feedback about teaching quality on a regular and systematic basis and uses students' feedback to improve teaching and assessment. | |
| | <p>Students</p> <ul style="list-style-type: none"> Experience a sense of intellectual and practical engagement. Believe that the lecturer respects them as human beings and embraces their diversity and their different viewpoints. Know of and use support effectively (e.g. attend tutorials) Believe that their lecturer cares about their progress. Experience their lecturer as approachable and available. Achieve success at university and in their careers. | <p><i>Evidence could include but is not restricted to the following:</i></p> <p>Student feedback scores/ comments</p> <p>Student retention rates</p> <p>Student success data</p> <p>Letters of support from students</p> |
| <p>The lecturer's involvement with teaching and learning has a broader impact within the university and beyond. (20%)</p> | <p>The lecturer</p> <ul style="list-style-type: none"> Is concerned to advance the principles of good teaching within disciplinary communities and in the university more generally. Inspires and mentors others, particularly in challenging contexts. Shares experiences of teaching in a variety of fora. Assumes leadership in teaching, learning and assessment whether at discipline, departmental or School/ Faculty level. Collaborates with others within the discipline/ field, university or with other universities. Assumes responsibilities on departmental curriculum or teaching committees. Is engaged in activities to improve teaching; e.g. attends seminars/ workshops, develops special teaching materials or publications (including conference papers and journal articles), explores alternative methods, reads on teaching, learning and assessment, engages in reflective practice, undertakes action research, participates in professional bodies/ associations that promote teaching and learning, and seeks aid in trying new teaching ideas. | <p><i>Evidence could include but is not restricted to the following:</i></p> <p>Peer review/ endorsement/ testimony</p> <p>Papers read on the subject of teaching and learning</p> <p>Articles or other publications on teaching and learning</p> <p>Membership of professional associations and their special interest groups</p> <p>List of university committees</p> <p>List of CPD</p> |

The application process

1. A maximum of three applications per university may be sent via the office of the Vice-Chancellor/Rector or relevant Deputy Vice-Chancellor/Vice-Rector.
2. Institutions may consider nominating as candidates, winners of the university's own teaching awards. If a university does not have such a system, it is suggested that a process for selection and a committee be set up to administer the application process.
3. A university may send the application of the same individual more than once, but only after one year has lapsed since the previous application, and provided that the application has undergone some revision. (An applicant will not receive the national award twice).
4. General questions about the awards can be directed to Brenda Leibowitz at: bleibowitz@sun.ac.za or tel: 021 808 3717.
5. If a university would like to request additional support for advising on the selection or the portfolio development process, such requests should reach Wendy Kilfoil (wendy.kilfoil@up.ac.za) or Jeff Jawitz (jeff.jawitz@uct.ac.za) preferably before the end of March 2012.
6. The due date for all applications is: Friday 15 June 2012. The outcome of the selection process will be announced by 30 September 2012. Awards will be handed over at the HELTASA annual conference which will take place from 28 – 30 November 2012 at Stellenbosch University.

The applications

1. All applications must be accompanied by a copy of the cover sheet provided below, to be completed by the applicant.
2. All applications should be prepared taking into account the criteria and possible sources of evidence referred to above. It is advisable that this evidence spans several years of teaching.
3. Further information should include:
 - Information about the applicant and the applicant's teaching context (level of seniority of applicant, part/full time, discipline taught, size of classes, teaching context e.g. main/satellite campus, areas of key challenge).
 - A photograph and abridged curriculum vitae of the applicant.
 - The applicant's statement about teaching and learning, what they do and why.
 - A letter from a nominator (1/2 – 1 page). The nominator could be:
The Rector/Vice-Chancellor, Deputy Vice-Chancellor/Vice Rector responsible for teaching and learning; or
The applicant's Head of Department or Dean
The applicant's Head of the Centre for Teaching and Learning or equivalent unit.
4. No incomplete applications will be considered.

How to apply on-line

5. All applications should be provided in the form of: *either* one covering form and one full pdf and accompanying media clips (maximum 100 MB per file) *or* a covering letter and a link to a portfolio on an applicant's website.
6. Go to: heltasa.org.
The first time you log in, you will need to create an account on the left-hand side.
After you have logged in, click on: teaching and learning
Click on: teaching and learning awards
Click on: applications. Here you will find instructions on how to upload your files.
7. At: note, click: edit, and you can add any notes about whose applications you are sending in, any other explanations, or the web address of your portfolio.
8. If you have any questions or difficulty with uploading onto the website, contact Ms M Van Rooyen (vrooyen@sun.ac.za) (021 808 9385).

Selection Committee for 2012

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| Dr Mark Hay | Executive Director, Quality Assurance, Council on Higher Education |
| Ass. Prof. Jeff Jawitz | University of Cape Town |
| Prof. Wendy Kilfoil | University of Pretoria |
| Ass. Prof Brenda Leibowitz | Stellenbosch University |
| Dr Matete Madiba | HELTASA Chairperson, University of Pretoria |
| Dr Masebala Tjabane | Vaal University of Technology |
| Mr Geoffrey Tshephe | University of Limpopo |
| Ms Anisa Vahed | Durban University of Technology |

The Award

An award of R30 000 and a certificate will be made available to a maximum of five candidates. The successful candidates will be expected to receive the award at the 2012 HELTASA conference, which will take place from 28 – 30 November at Stellenbosch University. The successful candidates will also be expected to make a short presentation on their work at a panel at the conference.

National Excellence in Teaching and Learning Awards 2012 Cover Sheet

This cover sheet should accompany the application.

Applicant Information

Name:
Department/Centre:
University:
Postal address:
Email:
Telephone number:
Fax number:

Signature:

Date:

Nominator's Information

Name:
Department/Centre/Office:
University:
Postal address:
Email:
Telephone number:
Fax number:

Signature:

Date:
