



External Teaching & Learning Awards Committee

<p>Purpose</p>	<p>The committee’s mandate is to expand awareness of external teaching awards for academic staff, to increase recognition of outstanding educators at the University of Calgary, and to support the nomination process for national and international teaching awards and prizes that are open to faculty across disciplines.</p>																				
<p>Duties of the Committee:</p>	<p>The committee’s responsibilities are to:</p> <ul style="list-style-type: none"> • Promote and foster a culture of excellence and recognition in teaching and learning across the university • Raise awareness of major internal and external teaching awards • Create an inventory of major external teaching awards • Work with faculties and departments to identify potential candidates for national or international awards • Create a process to develop and nominate academic staff for external teaching awards • Work with nominees and nominators to identify and develop academic staff for external teaching awards • Support the development and submission of the nomination documents • Ensure that strong candidates are nominated for appropriate awards • Establish criteria for measuring the University’s performance in this portfolio • Set targets according to these criteria • Establish procedures to regularly collect relevant data to evaluate the University’s success for external teaching awards • Facilitate public recognition for external teaching award recipients • Disseminate annual progress reports to Dean’s Council, APPC, PTM, GFC (TLC), and the Teaching and Learning Leaders Network 																				
<p>Composition</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Vice-Provost, Teaching and Learning</td> <td style="width: 15%;">Co-chair</td> <td style="width: 35%;">ex officio</td> </tr> <tr> <td>Senior Director of the Taylor Institute for Teaching and Learning</td> <td>Co-chair</td> <td>ex officio</td> </tr> <tr> <td>Associate Deans Teaching & Learning or equivalent from each faculty</td> <td></td> <td>Appointed by the Faculty</td> </tr> <tr> <td>Representative from the GSA</td> <td></td> <td>Appointed by the GSA</td> </tr> <tr> <td>Representative from the SU</td> <td></td> <td>Appointed by the SU</td> </tr> <tr> <td>Teaching & Learning Project Coordinator</td> <td></td> <td>ex officio</td> </tr> </table>			Vice-Provost, Teaching and Learning	Co-chair	ex officio	Senior Director of the Taylor Institute for Teaching and Learning	Co-chair	ex officio	Associate Deans Teaching & Learning or equivalent from each faculty		Appointed by the Faculty	Representative from the GSA		Appointed by the GSA	Representative from the SU		Appointed by the SU	Teaching & Learning Project Coordinator		ex officio
Vice-Provost, Teaching and Learning	Co-chair	ex officio																			
Senior Director of the Taylor Institute for Teaching and Learning	Co-chair	ex officio																			
Associate Deans Teaching & Learning or equivalent from each faculty		Appointed by the Faculty																			
Representative from the GSA		Appointed by the GSA																			
Representative from the SU		Appointed by the SU																			
Teaching & Learning Project Coordinator		ex officio																			

Agendas & Meetings	The committee will meet monthly, with additional subcommittee meetings as necessary.
Reporting	The committee will report to the Provost and Vice-President Academic.
Evaluation	Annual evaluation to review goals, accomplishments and timelines and their alignment with the committee purpose. This includes recommendations, as needed, that support our overall goal to recognize and celebrate our university's outstanding teachers and to strengthen our institution's reputation as a great place of teaching and learning.
Required Resources	Teaching and learning awards and prizes nomination packages often require more documentation than research award applications, to demonstrate the nominee's teaching and learning philosophy, strategies, effectiveness, and their impact on student learning (including evidence from both colleagues and students). Frequently, academic staff are reluctant or even decline to be nominated due to the extent of these nomination requirements. We could and should make it easier for our outstanding academic staff to be recognized for excelling in their teaching practice. To appropriately support nominees and nominators and ensure success of this initiative, it is recommended that the committee have access to a professional writer, on a casual basis, to support faculty nomination packages (~\$10,000 per annum).

DATE	ACTION (<i>effective, approved, revised, etc.</i>)
04 Feb 2019	Proposed
20 Aug 2019	Revised
18 Sep 2019	Reviewed
30 Sept 2019	Revised and approved