

1.0 POLICY STATEMENT

- 1.1 MacEwan University (the “University”) grants teaching awards to faculty who have a demonstrated record of outstanding contributions to teaching and learning and who further the strategic vision of the institution. These awards seek to expand faculty recognition by highlighting the significant contribution of educators in different teaching contexts across various stages of their careers.

2.0 PURPOSE

- 2.1 The purpose of this policy is to set out the conditions under which the University may grant teaching awards.
- 2.2 The University promotes teaching excellence by recognizing faculty across the institution and at all career stages who excel in teaching.
- 2.3 The University recognizes teaching awards at both the Institutional and Faculty or School levels.
- 2.4 MacEwan University teaching awards complement provincial, national, and international teaching awards.
- 2.5 The adjudication of teaching awards occurs through an equitable, transparent, and confidential process. Information about the process and criteria for Institutional-level awards (“Teaching Awards Criteria”) are published in a separate document on the Teaching Awards page of the Centre for Teaching and Learning website.

3.0 APPLICABILITY

- 3.1 Teaching awards are offered at two levels: Institutional awards and Faculty awards.
 - 3.1.1 Faculty members are eligible for both Faculty- and Institutional-level awards, depending on their contributions.
- 3.2 The teaching awards apply to all faculty members.
 - 3.2.1 Institutional-level awards reflect their broad scope and significance and are adjudicated at the Institutional level
- 3.3 Institutional-level awards will consist of at least the following awards:

Distinguished Teaching Award recognizes lifetime achievement in teaching excellence, honoring faculty who have made sustained and significant contributions to student learning over the course of their careers. This award highlights educators who have consistently demonstrated exceptional teaching effectiveness, deep commitment to student success, and a lasting impact on the academic community.

Educational Leadership Award which recognizes faculty who demonstrate outstanding leadership in advancing teaching and learning through mentorship, program development, classroom instruction, or strategic educational initiatives. This award highlights individuals who influence and support pedagogical growth, mentor colleagues, and lead initiatives that enhance teaching excellence and student learning at the institutional, disciplinary, or broader educational community level.

Global Perspectives Teaching Award which recognizes individuals who foster inclusive learning by integrating global viewpoints and intercultural understanding into their teaching practice. This may include incorporating international, Indigenous, or cross-cultural perspectives, designing globally relevant curricula, or creating learning opportunities that enhance students' global awareness and intercultural competencies.

Open Education Practices Award which recognizes faculty who advance open educational resources (OER) and open pedagogy, fostering student engagement, accessibility, and knowledge co-creation in digital and traditional learning environments.

Scholarship of Teaching and Learning which recognizes faculty who make significant contributions to the Scholarship of Teaching and Learning (SoTL) through systematic inquiry, scholarly dissemination, and the application of research to enhance teaching and learning. This award highlights educators who engage in evidence-based investigations, contribute to the broader teaching and learning community, and foster a culture of reflective and scholarly teaching practice.

- 3.4 The Distinguished Teaching Award is a lifetime achievement award and can only be received once.
- 3.5 Faculty-level awards may recognize discipline-specific teaching excellence, innovation, and unique pedagogical challenges within specific fields. These awards provide flexibility to honor teaching contributions that may not be covered at the institutional level, such as **collaborative teaching, interdisciplinary pedagogy, or other emerging teaching practices**.
- 3.6 Faculty-Level Awards will consist of awards such as but not limited to:

Early Career Teaching Excellence Award which recognizes faculty in the early stages of their teaching careers who demonstrate exceptional promise, innovation, and dedication to student learning. This award highlights educators who engage in reflective and evidence-informed teaching practices, experiment with pedagogical approaches, and show a strong commitment to continuous improvement and student success. Additionally, recipients make impactful contributions to their academic community by enriching the learning environment and supporting a culture of teaching excellence.

Sessional Teaching Excellence Award which recognizes sessional instructors who demonstrate outstanding dedication to student learning, innovation in teaching, and a commitment to pedagogical excellence. This award highlights educators who create engaging, inclusive, and high-quality learning experiences, effectively support student success, and contribute meaningfully to the academic community through their teaching.

Community Engagement which recognizes faculty who foster meaningful partnerships between the university and the broader local, regional, or global community through community-based learning, service learning, or public engagement initiatives. This award highlights efforts that create mutual benefits for students and external partners while advancing societal impact.

Transformative Teaching and Innovation which recognizes faculty who create dynamic, engaging, and meaningful learning experiences through student-centered, evidence-informed teaching practices. This award highlights educators who inspire intellectual curiosity, challenge conventional approaches, and use creative teaching strategies, such as generative AI, experiential learning, or inclusive pedagogy, to enhance student learning. It also honors faculty whose teaching, while not necessarily "innovative," has had a transformative impact on students and the learning environment.

- 3.7 Each Faculty or School may grant up to six Faculty-level teaching awards per year to recognize excellence in teaching within their respective disciplines. These awards include:
- Sessional Teaching Excellence Award
 - Early Career Teaching Excellence Award
 - Community Engagement Award
 - Transformative Teaching and Innovation Award
 - Up to two additional Faculty-level awards, determined by each Faculty or School to recognize discipline-specific teaching excellence or innovation.
- 3.7.1 To ensure equitable distribution, no more than two recipients per Faculty or School may receive the same award in a given year.
- 3.8 Faculty-Determined Awards and Oversight
- 3.8.1 Each Faculty or School may establish up to two additional Faculty-level awards to recognize discipline-specific teaching excellence or innovation.
- 3.8.2 The criteria, eligibility, and nomination process for these awards shall be determined by the respective Faculty or School, in alignment with the Teaching Awards Criteria.
- 3.8.3 Faculties must submit their proposed awards to the Teaching and Learning Committee for review and approval to ensure consistency with institutional standards and equity in the adjudication process.
- 3.8.4 The Teaching Awards Subcommittee may provide guidance and recommendations to faculties in the development of these awards.
- 3.9 Withholding of Awards
- 3.9.1 Teaching awards are intended to recognize demonstrated excellence that meets the criteria established for each award. If, in the judgment of the adjudication committee, no nominee sufficiently meets the criteria in a given year, the award may be withheld.

4.0 DEFINITIONS

Early Career

Early Career faculty members are within five (5) years from the date of their first teaching-track appointment.

Members of the University Community

Those persons involved in conducting University affairs or operations or using University property, including all students, alumni, employees, agents, contractors, volunteers, and members of the public.

Sessional Instructor

Sessional Instructors are appointed to participate in the delivery of academic programming on a term-by-term basis, for a fixed term. Instructors must have taught two (2) or more courses in the last two (2) years to be eligible for the Sessional Instructor Teaching Excellence Award.

Teaching Awards Subcommittee

The Teaching Awards Subcommittee (“Subcommittee”) is a subsidiary body of the General Faculties Council (“GFC”) Standing Committee on Teaching and Learning. The Subcommittee adjudicates internal teaching awards and also provides recommendations to the Committee on Teaching and Learning regarding the adjudication process and additional awards.

Teaching and Learning Committee

The Committee on Teaching and Learning is a standing committee of the MacEwan University General Faculties Council.

5.0 POLICY ELEMENTS

5.1 Roles and Responsibilities

- 5.1.1 Eligibility, award criteria, and nomination processes for insitutional-level awards will be developed by the Teaching and Learning Committee.
- 5.1.2 Institutional-Level Awards
 - 5.1.2.1 The Teaching and Learning Committee will develop eligibility, award criteria, and nomination processes for Institutional-level awards.
 - 5.1.2.2 The Teaching and Learning Committee will establish a Teaching Awards subcommittee to review and recommend Institutional-level teaching awards.
 - 5.1.2.3 The Teaching Awards subcommittee will recommend intitutional-level award winners to the Provost & Vice-President, Academic.
- 5.1.3 Faculty-Level Awards
 - 5.1.3.1 Eligibility, award criteria, and nominations processes for Faculty-level awards will be developed by each Faculty, School, and the Library.
- 5.1.4 Adjudication Process & Criteria
 - 5.1.4.1 The adjudication of teaching awards is based on the criteria outlined in the Teaching Awards Criteria document.
 - 5.1.4.2 Due to the diversity of award categories and levels, adjudicators do not apply a standardized weighting system when evaluating nominations.
 - 5.1.4.3 The Subcommittee ensures adjudication processes remain consistent, transparents, and aligned with the intended purpose of each **Institutional-level** award.

5.2 Nomination Process and Eligibility

5.2.1 Eligibility for Nomination

- 5.2.1.1 Nominations may be submitted by members of the University community, which, for the purposes of teaching awards, is limited to:
- Students (current and former)
 - Faculty
 - Staff
 - Alumni.
- 5.2.1.2 Nomination and application requirements vary by award:
- Some awards require a formal nomination from a member of the University community.
 - Other awards only require the faculty member to apply with letters of support.
 - The specific nomination and application requirements for each award, including the number and type of required supporting letters, are outlined in the Teaching Awards Criteria.
- 5.2.1.3 Members of the Teaching and Learning Committee, the Subcommittee, and any Faculty-level teaching award adjudication committees are not eligible to submit nominations or to be nominated during the years in which they serve on these committees.
- 5.2.1.4 If an individual is nominated for multiple teaching awards in the same cycle and meets the nomination criteria outlined in the Teaching Awards Criteria, the Chair of the respective Subcommittee will contact the individual to select one award for consideration.
- 5.2.1.5 The nominee must communicate their choice to the Chair by the deadline set by the Subcommittee.
- 5.2.1.6 If no selection is made by the deadline, the Subcommittee will determine which nomination proceeds based on the best alignment with the award criteria.

5.2.2 Nomination Deferrals

- 5.2.2.1 Nominations **may be deferred** to a future cycle.
- 5.2.2.2 Each award cycle is independent, and nominees will be adjudicated based on the criteria in place for the current cycle.

5.2.3 Limit on Receiving Multiple Awards

- 5.2.3.1 Faculty members may receive multiple awards throughout their careers.
- 5.2.3.2 Faculty members who have won in a specific award category may not be re-nominated for the **same award** for at least **five (5) years** but may be eligible for a different award during that time.

5.2.4 Institutional-Level Award Requirements

- 5.2.4.1 Nominees for **Institutional-level awards** will be required to provide a **dossier** as determined by the Teaching and Learning Committee.
- 5.2.4.2 The dossier must include **letter(s) of support** and other required documentation.

5.3 Recognition of Award Recipients

5.3.1 Commitment to Teaching Excellence

- 5.3.1.1 The University promotes teaching excellence by recognizing faculty members across the institution and at all career stages who excel in teaching.

5.3.2 Notification of Award Recipients

- 5.3.2.1 The Provost & Vice-President, Academic will notify Institutional-level award recipients.
- 5.3.2.2 The Dean of the appropriate Faculty or School will notify Faculty-level award recipients.

5.3.3 Public Recognition

- 5.3.3.1 Award recipients will be **publicly recognized** by the University.

5.4 Administrative Processes

- 5.4.1 Administrative processes for Institutional-level awards, as determined by the Teaching and Learning Committee, will be coordinated through the Centre for Teaching and Learning.

5.4.2 Procedural Oversight and Appeals

- 5.4.2.1 If concerns arise regarding the adjudication process, faculty may request a procedural review by submitting a written appeal to the Subcommittee within 30 days of the award announcement.
- 5.4.2.2 The Teaching and Learning Committee will review appeals to ensure procedural fairness but will not reconsider final award decisions unless there is evidence of a procedural error.
- 5.4.2.3 If necessary, the Teaching and Learning Committee may recommend procedural changes to improve transparency in future cycles.

5.4.3 Policy Review and Award Evolution

- 5.4.3.1 The Teaching and Learning Committee will conduct interim reviews every two (2) years to ensure relevance and alignment with institutional priorities.

- 5.4.3.2 New award categories may be proposed through the Teaching and Learning Committee and must be approved by GFC before implementation.

6.0 ASSOCIATED PROCEDURES

- None

7.0 RELATED POLICIES, FORMS, AND OTHER DOCUMENTS

- Teaching Awards Criteria

8.0 ACCOUNTABILITY

Policy Sponsor

Provost & Vice-President, Academic

Responsible Office

Centre for Teaching and Learning

9.0 HISTORY

Relevant Dates

Approved: **25.04.07**

Effective: **25.04.07**

Next Review: **2030.04**

Modification History

- 13.05.23:** New policy as recommended by Academic Policies Committee and approved by Academic Governance Council motion AGC-13-04-23-2013.
- 14.10.28:** Terminology updated to reflect housekeeping and textual changes and approved by Academic Governance Council motion AGC-04-10-28-2014.
- 14.12.22:** Updated to reflect current policy names and numbers, references to retired policies, and Related Policy listings.
- 22.05.09:** Policy comprehensively revised to expand scope of teaching awards and support a culture of teaching greatness at the institution. Approved by General Faculties Council motion GFC-05-09-05-2022.
- 25.04.07:** Policy comprehensively revised to expand scope and clarify policy elements. Approved by GFC Teaching and Learning Committee motion TL-02-04-07-2024/25.