Dr. and Mrs. H.H. Saunderson Award for Excellence in Teaching

Introduction:

This award recognizes an outstanding University of Manitoba educator who has demonstrated continuing teaching excellence and who made contributions to advancing teaching and learning at both the U of M and at the national or international level.

The Award consists of a plaque and a monetary award of $10,000. The recipient will be included in the Convocation Ceremony and will also deliver a presentation within the U of M New Faculty Orientation.

Eligibility:

- Anyone teaching more than 10 consecutive years [Year-long sabbaticals extend the consecutive year requirement by one year]
- No individual can be nominated for both the Saunderson and Stanton awards in any given year.
- The nomination is valid only for the year in which it is submitted
- Any individual can be awarded the Saunderson Award for Excellence in Teaching, only once

Obligations:

- By agreeing to be nominated, it is expected that the nominee will:
    a. cooperate with the nomination facilitator in providing supporting evidence
    b. attend the annual U of M Awards Ceremony and Convocation ceremony
    c. present at the New Faculty Orientation program and/or the Teaching and Learning Certificate program
    d. select how they will receive the monetary award – via payroll or credited to a teaching and learning PD fund (subject to UMFA guidelines)

Each Faculty may only submit one candidate for the Saunderson Award. The Faculty process for this submission should ensure that high quality candidates are identified and a match exists between the nominee's achievements and the criteria for the award. An endorsement letter from the Dean must be included in the nominee's Full Nomination file.

Who can nominate?

Any member of the University of Manitoba community (faculty, student or staff) can nominate someone for the Saunderson Award for Excellence in Teaching.

Criteria

The nomination submission must clearly address these two criteria: Continuing teaching excellence at UM and significant contributions to teaching and learning at the University of Manitoba as well as nationally and internationally. The submission must also include a modified CV (the latter alone is NOT sufficient for consideration for the award).

Examples of support for Continuing Teaching Excellence:

- The nomination must include evidence of strong support from students, both present and former
- The range and diversity of support for the nominee (i.e. from students, colleagues, alumni, administrators, etc.)
- Range and complexity of contributions to teaching and learning at the University (within and beyond a home Department, School, or College)
- Integrates best practices in instruction and assessment demonstrating effectiveness of teaching strategies, and clear evidence of student engagement
- Enthusiasm for teaching, innovative pedagogical approaches, grounding practice in learning theories
- Motivating students
- Acting as a role model for students and colleagues

Evidence in support of the criteria may include the following:

- Description of teaching strategies developed to improve student learning, including their planning, development, execution and assessment
- Evidence of impact on student learning
- Mentoring, advising, consultations outside of class, small-group tutoring, studio instruction, undergraduate research projects, experiential learning situations, etc.
- Evidence of transformative influence on student learning (e.g. improved assessment performance, course and program completion rates, acceptance rates to graduate programs, success in co-op placements, etc.)
- Evidence of grounding work in best practice
- Other recognition (internal or external) received for teaching excellence
- Letters from supporters describing the nominee's teaching and its impact on students' learning
- Curriculum and course development, planning, or coordination
- Development of curricular materials (e.g. textbooks, on-line resources, digital media, etc.
- Any additional evidence addressing teaching excellence

Examples of support for significant contributions to teaching and learning at U of M:

- Mentoring and consultations to other faculty members
- Collaborative projects that improve quality of teaching and learning at the University level
- Sharing/translation of best educational practices
- Presentations at events on teaching and learning including CATL workshops
- Course/curricular design or redesign, teaching innovation
- Involvement in educational research and its dissemination
- Success in receiving U of M (or other local) grant funds (and others funds) teaching related research projects or programs
- Development or redevelopment of Programs of study

Examples of support for significant contributions to teaching and learning nationally or internationally:

- Publications in peer-reviewed journals specifically related to teaching and learning
- Invited or peer-reviewed presentations at national or international conferences related to teaching and learning
- Receipt of national or international grant funding in support of a teaching and learning initiative
- Membership on Boards or Committees of national or international teaching and learning organizations
- Editorship or editorial board participation on peer-reviewed journals dedicated to teaching and learning
- Collaborative research projects regarding teaching and learning across Institutions

Evidence in support may include:

- Evidence of professional development in teaching and learning
- Description of educational materials developed
- Evidence of sharing educational expertise
- Initiatives to improve teaching at the University of Manitoba
- Collaborations to improve teaching at the University of Manitoba
- Planning and policy making and description of the nature of involvement
- List of presentations or publications on teaching and learning
- Any additional evidence addressing contributions to advancing teaching and learning
- Awarded grant summaries

Some of the criteria above may be similar to those for other teaching awards at the University of Manitoba, including those sponsored by individual faculties. However, it is expected that the Saunderson Award recipient would demonstrate a significantly more advanced depth and breadth as appropriate for the prominence of the Saunderson Award.

Process

1. Obtain the nominee's permission.
2. Prepare, in collaboration with the nominee, a two-page Brief representing an "executive summary" of the nominee's accomplishments that meet the award criteria and eligibility.
3. Submit the Brief to the Vice-Provost (Teaching and Learning) – c/o Ms. Michelle Sookbirsingh (michelle.sookbirsingh@umanitoba.ca) - by the specified deadline for review by the Vice-Provost.
4. Once the Vice-Provost has made his/her recommendations regarding nominee's to move forward in the process, the nominator compiles a Full Nomination file detailing the record of the nominee's accomplishments and submits the complete package by the specified deadline. The nominations will then be reviewed by the Vice-Provost Award Committee, which will select the award winner.
5. Student nominators may wish to contact the Dean's Office for assistance with compiling the Brief and, if necessary, the Full Nomination file. This can ensure that the submission reflects a full range of the nominee's contributions of which a student may not be aware.

Nomination Package

The full package must not exceed 40 pages.

The required components of the nomination for the Saunderson Award for Excellence in Teaching are:

- A one-page endorsement letter written by the Dean
- A Nomination Brief (1 to 4 pages) prepared, and signed, by the nominator
    - clearly address nominee's achievements, functioning as an executive summary
- A citation (no more than 300 words – 1 page) suitable for press release and prepared by the nominator
- A statement of the nominee's Teaching Philosophy (1 to 3 pages), reflecting on teaching practices as they relate to fostering student learning and their intellectual growth
- A summary of teaching evaluations (2 page maximum) over a minimum of five consecutive years - no raw data should be submitted, but rather summarize relevant information on 2 pages
- A modified Curriculum Vitae (1 to 4 pages) focusing on teaching, educational leadership, achievements and other contributions to teaching and learning – this CV is distinct from a typical CV relating to one's field of expertise so, for instance, do not include field-specific research publications, but do include presentations at the Faculty Conference and other educational conferences, workshops on teaching and learning, textbooks, teaching awards, etc.
- Letters of support (each letter must not exceed one page in length) that provide specific examples of why the nominee should be considered for the Saunderson Award for

Excellence in Teaching. There should be a minimum of ten supporting letters, and they should include:

- o At least four letters from undergraduate or graduate students or alumna/alumnus (if the nominator is a student, there must be at least one letter from a student other than the nominator)
- o At least two letters from colleagues (if the nominator is a colleague, there has to be at least one letter from a colleague other than the nominator)
- o At least two letters from administrators, other than the Dean whose letter is already included
- o At least two letters from outside the University of Manitoba

The total number of the above required pages is at minimum 17 and at maximum 25. This allows the nominator to include additional evidence or support letters to a maximum of 40 pages.

The nomination file must clearly address the Award Criteria as described above.

Selection Process

The recipient of the Saunderson Award for Excellence in Teaching is selected by the Vice-Provost Awards Committee to ensure that high quality candidates, whose achievements meet or exceed the awards criteria, are selected for the available university teaching awards.

The Vice-Provost Awards Committee Chair notifies the Provost of the selection results. The Vice-Provost Awards Committee Chair will write a congratulatory letter to the recipient.

Following notification to all nominees and nominators, the Provost makes a public announcement regarding all Awards recipients.

After the Provost's announcement, MCO posts the information on appropriate website(s) and creates materials for further announcements and public information, including addition of material to the appropriate convocation ceremony.

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