AWARDS FOR EXCELLENCE IN TEACHING

EXECUTIVE SUMMARY

This policy establishes an Excellence in Teaching Award program. At a minimum, an Excellence in Teaching Award will be conferred annually to recognize outstanding educators. It is additionally expected that awards will be conferred to recognize excellence at different career stages and in specific aspects of teaching that are valued by the university. The policy establishes a committee to consider nominations, delegate award adjudications to appropriate subcommittees, and make recommendations to the Vice-President, Academic and Provost.

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1.0 PURPOSE

1.1 This policy establishes an Excellence in Teaching Award program (“the Program”) and the University Committee for Excellence in Teaching Awards. The Committee will consider nominations, delegate the consideration of Specialized Awards to appropriate subcommittees, and make recommendations to the Vice-President, Academic and Provost.

2.0 SCOPE AND JURISDICTION

2.1 The recipient of an award under the Excellence in Teaching Award program must be an employee of Simon Fraser University, with the exception of Specialized Awards for Sessionals, Limited Term Lecturers, or Teaching Assistants, who must be an employee of Simon Fraser University during the teaching term(s) for which they are recognized.

2.2 Recipients of the Excellence in Teaching Award are not eligible for nomination for awards included in this policy in future years. Faculty who are recipients of Specialized Awards may be nominated for the Excellence in Teaching Award.

3.0 DEFINITIONS

3.1 See Appendix A for the definition of Excellence in Teaching and the interpretative principles that apply to it.

4.0 POLICY

4.1 The purpose of the Excellence in Teaching Award program (“the Program”) is to give greater recognition for teaching excellence at Simon Fraser University. Teaching excellence should additionally be recognized for individuals at different career stages and engaged with diverse aspects of teaching as defined by the Committee.

4.2 The University Committee for Excellence in Teaching Awards established by this policy should regularly review and update areas for recognition as set out in the procedures.

4.3 At minimum, an Excellence in Teaching award will be conferred annually to recognize outstanding educators. It is additionally expected that Specialized Awards will be conferred to recognize excellence at different career stages and in specialized aspects of teaching as defined by the Committee.

4.4 The University Committee for Excellence in Teaching Awards will consist of:

4.4.1 The Associate Vice-President and Vice-Provost of Learning & Teaching, who will serve ex officio as Chair with no vote except in the case of a tie;
4.4.2 One faculty member from each Faculty nominated by the Dean of that Faculty;
4.4.3 One undergraduate student selected by the Simon Fraser Student Society;
4.4.4 One graduate student selected by the Graduate Student Society; and
4.4.5 Two members of the alumni community.

Ideally, at least some committee members nominated by the Faculty Deans would be previous award winners. Committee members normally serve for two years and can be renewed.

5.0 ROLES AND RESPONSIBILITIES

5.1 The University Committee for Excellence in Teaching Awards will receive and consider nominations and will make recommendations to the Vice-President, Academic and Provost.

5.2 Prior to making its recommendations, the Committee is expected to seek appropriate information from various sources as set out in the procedures.

5.3 The Committee may appoint subcommittees to consider nominations to Specialized Awards as set out in the procedures.

6.0 RELATED LEGAL, POLICY AUTHORITIES AND AGREEMENTS

6.1 The legal and other University Policy authorities and agreements that may bear on the administration of this policy and may be consulted as needed include but are not limited to:

6.1.1 University Act, RSBC 1996, c 468

6.1.2 Freedom of Information and Protection of Privacy Act, RSBC 1996, c 165

7.0 ACCESS TO INFORMATION AND PROTECTION OF PRIVACY

7.1 The information and records made and received to administer this policy are subject to the access to information and protection of privacy provisions of British Columbia’s Freedom of Information and Protection of Privacy Act and the University’s Information Policy series.

8.0 RETENTION AND DISPOSAL OF RECORDS

8.1 Information and records made and received to administer this policy are evidence of the University’s actions to recognize and award teaching excellence. Information and records must be retained and disposed of in accordance with a records retention schedule approved by the University Archivist.

9.0 POLICY REVIEW

9.1 This policy must be reviewed every five years and may always be reviewed as needed.
10.0  POLICY AUTHORITY

10.1  This policy is administered under the authority of the Vice-President, Academic and Provost.

11.0  INTERPRETATION

11.1  Questions of interpretation or application of this policy or its procedures shall be referred to the Vice-President, Academic and Provost whose decision shall be final.

12.0  PROCEDURES AND OTHER ASSOCIATED DOCUMENTS

12.1  Appendix A contains the definition for the Awards for Excellence in Teaching.

12.2  The Procedures for this Policy are: Awards for Excellence in Teaching: Procedures for Nomination.