

Distinguished Teaching Award Guidelines

Award:

The Distinguished Teaching Award was established in 1987 at the University of Lethbridge under the auspices of the President. The award is in recognition of the central importance of teaching to the philosophy and goals of the University of Lethbridge, and recognizes those members of the academic staff who excel in teaching.

The award is open to all current full and part-time members of the academic staff who have taught at the university for at least two years. Retired academic staff members must have an agreement with the University to perform teaching duties in the near future. Each year the Distinguished Teaching Award Selection Committee selects, from among nominees provided by members of the university community, usually one member of the academic staff for the award.

The award consists of a medal and a certificate presented to the recipient at Convocation, and the inclusion of the recipient's name on a list of Distinguished Teaching Awards published annually in the University Calendar.

Nomination Procedures:

Nominations of a member of the academic staff (faculty, instructors and professional librarians) may be made by any member of the university community (students, faculty, alumni and staff).

1. The nominator must complete a nomination form. Forms are available online at <http://www.uleth.ca/president/awards/distinguished-teaching>
2. The nominator is expected to provide written comment (letter addressed to the Distinguished Teaching Award Selection Committee) on the nominee's teaching activities. The nominator should also indicate the basis of their familiarity with the nominee's teaching.
3. The nomination form and accompanying letter from the nominator must be received in paper form submitted to the VP Academic Office, attention: Distinguished Teaching Award Selection Committee.
4. The deadline to submit nominations is: **December 16, 2019 (4:00pm)**.
5. Nominee Dossier – Once the nomination has been received and the nominee allows their name to stand for consideration of the award, the nominee will be required to submit additional specified materials via an online application. For example: teaching philosophy statement, examples of effective teaching strategies etc.
6. Confidential – All nominations are confidential. The names of the unsuccessful candidates will be kept on file for consideration for two years provided that the nominee retains a teaching position at the university.

Selection Process:

Once nominations close, the nominee is contacted asking for consent to allow their name to stand for consideration of the award. The nominee is then asked to submit additional specified materials (see Nominee Dossier above). The committee carefully reviews each nomination and through a fair process selects the most worthy candidate. The recipient of the award is notified formally by the President and the award is presented at either spring or fall convocation based on the recipient's availability.

Selection Committee:

Members of the selection committee of the Distinguished Teaching Award are appointed by the President and normally comprise: 6 faculty, 2 undergraduate students, 1 graduate student, 1 Senate and 1 Alumni Association representative. Faculty are chosen by the President to represent a broad range of disciplinary interests and, therefore, a broad range of teaching activities; students are appointed by the President following nomination by the Students' Union & Graduate Students Association; Alumni and Senate representatives are selected by their respective bodies. To provide continuity, members are assigned to staggered terms.

For further information or questions, please contact the VP Academic Office: provost@uleth.ca or 403-329-2286