

## Augustana Faculty Team Teaching Award Guidelines

### 1. Purpose

To recognize the achievement of teaching excellence through collaboration of instructors at the Augustana Faculty at the University of Alberta.

### 2. Eligibility

Any team who has completed a minimum of one year of teaching at the Augustana Faculty as full-time continuing members of the academic teaching staff (Category A1.1 or A1.5) are eligible. Nominees must have been teaching within the last 24 months of the date of nomination. If an eligible individual takes on a part-time position (Category A1.6), that individual will remain eligible for nomination for 24 months after reclassification from A1.1 or A1.5 to A1.6.

A teaching team is defined as two or more academic staff members who collaborate to provide leadership in the preparation and coordination of instruction at the undergraduate level and who are actively involved in the delivery of instruction. Collaboration may occur within, between or among members of a department and may include additional team members (e.g., teaching assistants, technical staff, community partners, etc.). Typically collaboration occurs in:

1. Coordinated courses (i.e., course comprised of several sections).
2. Non-coordinated courses (i.e. a course involving collaboration of instructors from different disciplines/faculties and/or community instructors with existing program instructors.)

### 3. Selection Guidelines

The following four criteria are considered when adjudicating the award. These criteria are aligned with the criteria for University of Alberta wide teaching awards.

- I. Evidence of a commitment to teaching excellence as outlined in the University of Alberta [Framework for Effective Teaching](#).
- II. Teaching with purpose: demonstration of impact and creativity in teaching that enhances learning and engages students.
- III. Engagement with the commitments outlined in [Braiding Past, Present and Future: University of Alberta's Indigenous Strategic Plan](#).
- IV. Engagement with the institutional commitments to accessibility, community, and belonging.

### 4. Application Process

Individuals are invited to nominate colleagues, or you are welcome to nominate yourself and your team. Nomination packages must be accompanied by evidence of the merits of the team



for the award, and demonstrate how they have grounded their teaching in the approaches, practices, theory, methods, etc. that they have used. Such evidence should include:

- A cover letter. The cover letter captures why the nominee is being nominated for this award. It should clearly articulate how the nominee has met the award criteria.
- Narrative CV that highlights your teaching background and your contributions to the selection criteria above.
- 2-3 support letters from peers.
- 2-4 support letters from current and former students.

There is no specific limit on the application length beyond the requirement for the narrative CV to be a maximum of 15 pages + references. Please consider carefully what should be included in the nomination package – it is not intended to be a data dump but rather a carefully curated set of materials.

## 5. Deadline and Submission Information

Deadline for nominations is September 30<sup>th</sup> annually. Submissions, with all information compiled into a single PDF file should be submitted to the Dean's office: [augdean@ualberta.ca](mailto:augdean@ualberta.ca) with subject line: "Team Teaching Award Submission". You are encouraged to bookmark sections in your PDF to aid in readability.

## 6. Selection Process

This teaching award is adjudicated by members of the Committee of the Learning Environment during the Fall semester annually. Committee proceedings are kept confidential. Applications will be reviewed, and regardless of how many nominations are received, there is no guarantee that an award will be given each year. Recipients will receive a plaque and their name will be added to the Augustana Teaching Award winner website.

## 7. Support

If you require assistance, please contact [augdean@ualberta.ca](mailto:augdean@ualberta.ca) who will forward your request to the current Chair of the Committee on the Learning Environment.