

# Guidelines for a Faculty or Professional Award for Programs that Enhance Learning submission

## 1. Objective

The faculty or professional Programs that Enhance Learning Award is an opportunity for the University to recognise learning and teaching support programs and services that make an innovative and outstanding contribution to student learning outcomes and the student experience at the faculty/area level.

## 2. Eligibility

Submissions are open to all programs and services that enhance student learning in higher education at the faculty or professional level.

Programs should be broader than one or two subjects, or a limited service that involves only a few students. For example, programs may involve a service or program provided at the institutional, faculty or school level, a program of study across number of years, or a service or program directed at particular groups of students.

### Teams

Team submissions can only include members with a contribution of 10 per cent or higher.

## 3. Categories

Nominees must select the relevant program category below. The Program Award categories are:

1. **Widening participation**, encompassing approaches to learning and teaching, and/or student experience which enhance student access, widen participation, and support progression.
2. **Educational partnerships and collaborations with other organisations**, encompassing partnerships between universities, and universities and other organisations—such as schools, private higher education providers, registered training organisations, professional bodies, businesses and industries in collaborative approaches to learning and teaching.
3. **Innovation in curriculum design and pedagogy practice**, encompassing approaches to learning and teaching that afford flexibility in time, place and/or mode of learning and innovations that encourage novel approaches to learning and teaching, innovations that align assessment with curriculum design, innovations that encourage or support multidisciplinary, research-based learning and teaching approaches, innovations that utilise the potential of new and/or emerging technologies.
4. **Postgraduate education**, encompassing programs and other activities that focus on postgraduate students, postgraduate coursework learning and teaching, postgraduate research supervision and research higher degree candidature and postgraduate learning support.
5. **Student experiences and learning support services**, encompassing services directly related to student learning such as those for specific groups of students, information access, course

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advising, language and learning support, counselling and disability support. It also encompasses learning engagement activities and other learning and teaching support services, such as those within large student groups to sustain and retain students, student enhancement, whole personal development learning and the quality of the first-year student experience.

6. **Global citizenship and internationalisation**, including valuing and enhancing the international student experience, student exchange, international recruitment, transition programs for international students and internationalising the curriculum.

### **4. Assessment Criteria**

All submissions will be assessed on the evidence provided in response to the following four criteria which will be given equal consideration by the assessors:

- 1 **Distinctiveness, coherence and clarity of purpose** – extent to which the program has clear objectives and systematic approaches to coordination, implementation and evaluation.
- 2 **Influence on student learning and the student experience** – extent to which the program targets identified needs and directly or indirectly, enhances student learning, student engagement and/or the overall student experience of higher education.
- 3 **Breadth of impact** – extent to which the program has led to widespread benefits for students, staff, the institution, and/or other institutions, consistent with the purpose of the program.
- 4 **Addressing equity and diversity** – extent to which the program promotes and supports equity and inclusiveness by improving access, participation and outcomes for diverse student groups.

### **5. Evidencing your Contribution**

All submissions will be assessed on the evidence provided in response to the assessment criteria.

- a. Influenced student learning, student engagement or the overall student experience.
- b. Gained recognition from fellow staff, the institution, and/or the broader community.
- c. Been sustained effectiveness of the program for no less than three years, not including time taken for development or trial of any activity.
- d. Claims for excellence that are supported by formal and informal evaluation.
- e. Shown creativity, imagination or innovation, irrespective of whether the approach involves traditional learning environments or technology-based developments.
- f. Information contained in student data or institutional student surveys, references, and selected

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teaching materials submitted by nominee.

### **5. Addressing the Assessment Criteria**

This component is limited to **four A4 pages** and describes the program, activities and achievements and must address all four assessment criteria, providing evidence to support claims.

It should comprise the following elements presented in order:

- **Synopsis** of up to 200 words, which includes a description of the nominee's teaching area or discipline, teaching experience and teaching focus and methods. The synopsis must be:
  - written in the third person
  - avoid jargon and use plain English
  - should inform the broadest possible audience about the nominee's teaching
- **Overview** of the nominee's teaching and its context.
- **Statement** addressing the assessment criteria (include criterion headings), providing supporting evidence including impact on student learning.
- **Reference list:** nominees should use their preferred recognised reference style throughout and include a reference list within the four pages. Links to reference lists online are not allowed.

### **6. Statement of Contribution (for team submissions)**

Team submissions must include a paragraph of up to 250 words which explains the role and indicates the percentage contribution of team members (limited to team members with 10 per cent or higher), in addition to the team information included within the submission form.