

Assistant Professor Teaching Award

Deadline for nominations: Friday, April 21, 2023, at 5 p.m.

I. Information about the Award

Up to three awards will be offered per year in this category.

The list of past recipients can be found at <https://www.utsc.utoronto.ca/ctl/utsc-teaching-awards>.

II. Eligibility

This award has been established for full-time Assistant Professors, and Assistant Professors Teaching Stream who have taught for at least two years at the time of their nomination for the award.

III. Limitations and Restrictions

An individual can win this award only once.

Nominees must be pre-tenure or pre-continuing status.

IV. Criteria

for the award, **specifically addressing the award criteria listed in section IV** (above).

d. Letters of Support (maximum 250 words each, double spaced, 12 pt. font, evidence may be listed in point form)

The nomination package should include:

- Two to three letters on university letterhead from faculty colleagues that speak directly to the impact that the nominee's contributions have had to the teaching community and/or student learning.
- Two to three letters from former students that speak directly to the impact the nominee has had on student learning and development.

Letters of support should include:

- An explanation of the relationship between the letter writer and the nominee.
- A summary of the reason(s) the nominee should be considered for the award.
- Clear evidence of the nominee's teaching effectiveness (for example, what specifically does the nominee do to improve the student experience or help students learn more effectively?). Indicating that the nominee is "a great teacher" or "the best professor I ever had" may be a sincere assessment but does little to help the committee distinguish between nominations.

e. Summary of Nominee's Teaching Responsibilities

A summary of the nominee's teaching responsibilities (courses, supervisory roles, etc.) for the past three years should be provided in list or table form. The summary should indicate:

- the course code and name
- enrollment numbers
- course level (undergraduate/graduate).

If in each period no or fewer courses are taught (due to a leave, for example), or if significant work to enhance learning was completed outside of the classroom (such as the development of experiential education initiatives or small group or one-on-

one instruction), please provide some contextual information that will help the Selection Committee understand.

This section of the nomination package will include additional material that offers evidence of the nominee's contributions to learning at UTSC and, ideally, **directly addresses award criteria listed in section IV** (above). The candidate should make clear how this evidence substantiates the narrative of their teaching contributions presented in section f. Evidence may include some of the following:

- Professional development related to teaching: This may include formal and informal professional development undertaken by the nominee (workshops, sessions, courses, training, mentoring, consultations, or other professional activities to improve teaching skills or course/discussion design) and the application of learning from these activities to enhance the nominee's teaching.
- Contributions to the scholarship of teaching and learning (SoTL).
- Mentoring of Teaching Assistants (TAs) / Sessional Instructional Assistants (SIAs).
- The development of initiatives to enhance and/or support student learning.
- Participation in co-curricular activities at UTSC.

g. Course Evaluations (Please ensure course evaluations are positioned at the end of the dossier.)

This section will include full course evaluations, including student comments, (specifically the full PDF reports received by instructors, not summaries) for all courses taught at UTSC within the past three academic years in which the nominee taught courses. The committee considers course evaluations as one of many ways in which teaching excellence might be demonstrated and considers this evidence in the context of the dossier as a whole. The committee is also intentional in its deliberations in recognizing the limitations of course evaluations as a primary measure of teaching effectiveness.

VI. Nomination Deadline and Submission Information

The deadline for submission of nominations is **Friday, April 21, 2023, 5 p.m.**

The complete nomination package must be combined into a **single PDF file** and sent as an email attachment to utscteachingawards@utsc.utoronto.ca.

Questions regarding the process and preparation of the nomination package may be directed to the Acting Associate Dean / Director,