



Policy 7502 – Policy on the MASU TA & Teaching Excellence Awards

Approved By: Students' Administrative Council

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Administered By: Vice President, Academic Affairs

1 – PREAMBLE

In 2009, the Mount Allison Students' Union (hereinafter “MASU”) created the Students' Administrative Council (hereinafter “SAC”) Teaching Excellence Award (now MASU Teaching Excellence Award). Later, an additional award was created, this being the MASU Teaching Assistant Excellence Award. Collectively, these awards recognize eligible faculty and teaching assistants (hereinafter “TAs”) who exhibit exceptional qualities, have a keen interest in their students, and who have a passion for furthering the student experience at Mount Allison University through their teaching activities.

2 – ELIGIBILITY CRITERIA

2.1 MASU Teaching Excellence Award Eligibility: To be eligible for this award, a candidate must:

2.1.1 Be a full- or part-time faculty, lecturer, librarian, or administrator engaged in teaching activities who is employed at Mount Allison University during the academic year in which the award is presented; and

2.1.2 Not have previously won the award within the past three academic years.

2.2 MASU TA Excellence Award Eligibility: To be eligible for this award, a candidate must:

2.2.1 Be a full- or part-time student at Mount Allison University; and

2.2.2 Be, or have been, a TA for at least one course during the academic year in which the award is presented.

3 – NOMINATION PROCESS

3.1 Nomination Period: The nomination period shall begin on the first Monday in March and last approximately three (3) weeks. During this time, members of the Mount Allison community may nominate individuals for the awards.

3.2 The Nominator(s): Nomination(s) may be put forward by any member of the Mount Allison community, including the candidate themselves, to the Chair of the MASU

Academic Affairs Committee (hereinafter “Selection Committee”). The identity of a nominator(s) must be disclosed. However, their identity will remain confidential, with only the members of the Selection Committee being privy to their identity.

3.3 The Nomination: A complete nomination must be submitted to the Chair of the Selection Committee via email and shall include:

3.3.1 3.3.1 A completed nomination form; and

3.3.2 3.3.2 A letter of recommendation from at least one, and at most three, members of the Mount Allison community, not including the nominator.

3.4 Nomination Confirmation: Once a complete nomination has been received, nominees will be contacted by the Chair of the Selection Committee to determine if they accept their nomination, and to have them answer the evaluation questions (see Appendix C).

4 – SELECTION PROCESS

4.1 MASU Teaching Excellence Award Evaluation Criteria: Throughout the selection process, all nominees for this award shall be evaluated using the following criteria:

4.1.1 4.1.1 Student Dedication: An unwavering dedication to students in their academic and personal pursuits;

4.1.2 4.1.2 Innovation: A record of implementing innovative ideas in and outside of the classroom;

4.1.3 4.1.3 Student Academic Success: A keen interest in developing students and setting students them up for success in further academics; and

4.1.4 4.1.4 Service: A commitment to the Mount Allison community by way of service outside of regular teaching duties.

4.2 MASU TA Excellence Award Evaluation Criteria: Throughout the selection process, all nominees for this award shall be evaluated using the following criteria:

4.2.1 4.2.1 Commitment: A demonstrated commitment to fulfilling assigned responsibilities and to the amelioration of the student academic experience;

4.2.2 4.2.2 Going Above and Beyond: Committing to responsibilities beyond those merely assigned; ~~and~~

4.2.3 4.2.3 Course Engagement: Engaging students with the content and learning objectives of the course, and;

4.2.4 ~~*~~Preference will be given to upper-year and more senior TAs.

4.3 The Selection: The Selection Committee shall evaluate all nominations based on the respective criteria, after which they shall select one individual for each award. When undertaking the evaluation, the following materials must be considered:

4.3.1 4.3.1 Complete nomination forms;

4.3.2 4.3.2 The letter(s) of recommendation; and

4.3.3 4.3.3 Responses collected from evaluation questions.

4.4 Disclosure of Interest in Selection: A member(s) of the Selection Committee is eligible to accept a nomination for the TA Excellence Award, though must recuse themselves(s) from discussions regarding the award if they do. In the event that the Chair accepts a nomination, a member of the Selection Committee shall be appointed Chair for such discussions.

4.5 The Awarding: Once selection has occurred, the MASU Vice President, Academic Affairs will present the awards to the recipients at their earliest convenience. The recipients will receive an engraved Golden Apple and will have their names added to a plaque at the MASU office. Furthermore, the recipients will be announced via the MASU's social media outlets.