



## EXCELLENCE IN TEACHING AWARD

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### **THE AWARD**

The Excellence in Teaching Award is presented to a member of the Brandon University teaching staff who has exemplified excellence in teaching at Brandon University.

### **ELIGIBILITY**

Candidates must be full-time members of the Brandon University teaching staff who have completed *three years of full-time teaching* at Brandon University. It is recommended that the nominator verify this with the appropriate faculty/school office prior to submitting a nomination.

### **CRITERIA**

Candidates should:

- Have a comprehensive and current knowledge of the subject
- Be habitually well-prepared for lectures, laboratories, etc.
- Have enthusiasm for the subject and stimulate interest among students
- Encourage student participation and model respect for students as equal partners in the teaching-learning process
- Set a high standard and successfully motivate students to attain such a standard
- Foster the development of students in their intellectual, social and emotional growth
- Be accessible to students outside of class hours
- Have a reputation for superior teaching among students and colleagues alike

### **NOMINATIONS**

Nominations must be signed by a nominator and supported by three references. Nominators can be current students and/or alumni. **The deadline for nominations is 4:30 pm on April 1 of each year.**

### **SELECTION COMMITTEE**

The selection committee will consist of the BUAA Awards Committee Chair, the Alumni Relations Officer, two representatives from the Brandon University Students Union (registered in different faculties) and one representative from the Brandon University Faculty Association.

The selection committee will bring their recommendation to the BUAA Board of Directors for final approval by a majority vote. All nominations shall be treated as confidential. The Alumni Relations Officer will confirm acceptance from the selected candidate prior to contacting all other nominators of the results.

### **AWARD PRESENTATION**

The award will be presented at the Spring Convocation ceremony or another special event as determined by the BUAA Board of Directors. The Award will consist of a framed certificate and the recipient's name will be added to a plaque displayed on the main level of Clark Hall.

## NOMINATION PROCEDURES FOR BUAA EXCELLENCE IN TEACHING AWARD

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1. A nomination form must be completed in full. Nomination forms are available at the Alumni Relations Office (lower level of Clark Hall) or online at:  
[www.brandonu.ca/alumni/awards/alumni-award](http://www.brandonu.ca/alumni/awards/alumni-award).
  2. Nominators should provide as much quality information as possible highlighting the candidate's excellence in teaching, including information specific to the criteria. The information provided to the Selection Committee should demonstrate the candidate's high teaching standard and unique qualities.
  3. The nomination package should consist of:
    - \* A completed nomination form.
    - \* A brief (500 words or less) description of the nominee's excellence in teaching at Brandon University. Please include information on any previous awards or recognition.
    - \* Copies of related media releases, articles, etc.
    - \* Three letters of reference in support of this nomination.
    - \* A curriculum vitae.
- The nomination package can be sent electronically or by mail to:
- \* [alumni@brandonu.ca](mailto:alumni@brandonu.ca) with the  
Subject line: **Confidential Award Nomination**  
or
  - \* Brandon University Alumni Association  
270 – 18<sup>th</sup> Street  
Brandon, MB R7A 6A9  
Marked: **Confidential Award Nomination**
4. It is preferred that the award recipient be in attendance to receive the award.
  5. The Brandon University Alumni Association President will notify all nominators of the results.

**BRANDON UNIVERSITY ALUMNI ASSOCIATION  
EXCELLENCE IN TEACHING  
NOMINATION FORM**

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**Nominee's Information:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ Email: \_\_\_\_\_

Current Position/Occupation (include # of years): \_\_\_\_\_

Educational Attainment at Brandon University (if applicable): \_\_\_\_\_

Other degrees: \_\_\_\_\_

The nominee knows he /she is being nominated for this award.

**Nominator's Information:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ Email: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_

**References:**

1). Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

2). Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

3). Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Attachments:**

- A brief (500 words or less) description of the nominee's excellence in teaching, including information specific to the criteria for this award as well as a list of the courses taught at BU. Please include information on previous awards or recognition.
- Copies of related media releases, articles, etc.
- Three letters of reference in support of this nomination.
- A curriculum vitae.