

Neil Scott Educational Leadership Award

Objective: This is not an award recognizing excellence in teaching, rather it recognizes leaders who encourage excellence in teaching.

Purpose: The University of New Brunswick has a number of awards that recognize excellence in teaching. However, excellence in teaching does not simply happen. Excellent teachers emerge when the University fosters a culture committed to the art of teaching, and dedicated individuals devote themselves to encouraging and fostering an environment in which the development of good teaching practices is possible. The purpose of this award is to acknowledge those individuals who have taken a leadership role and have developed and improved the teaching culture within or beyond the University. The Award is also designed to be in harmony with the Association of Atlantic Universities Award for Instructional Leadership.

Background: This award is modeled after the Association of Atlantic Universities Award, and is named after Dr. Neil Scott. Dr. Scott was a model of Educational Leadership on both campuses. He was a mentor to new teachers, and a facilitator of faculty education initiatives, including his instrumental role in the development of the Certificate in Teaching English as a Second Language Program, as UNB Saint John's first full-time Education Coordinator, as a member of the Vice-President's Excellence in Teaching Committee, as the creator of the Discussions About Teaching Group, and as a key participant in education workshops. This award recognizes the efforts of those people who, like Neil Scott, have enriched the University's teaching environment.

Criteria: One award can be (but does not necessarily have to be) made annually on each of the University's two main campuses. This award will recognize commitment over an extended period to the improvement of university teaching, particularly within the university and, perhaps beyond. An individual nominated for this award will, in part, have provided leadership among faculty colleagues in pursuing activities that help create an environment in which teaching excellence is fostered and appreciated. The recipient of this award, for example, might:

- have participated in organizing the institution's ongoing efforts to improve the quality of instruction it offers to its students;
- have been involved mentoring faculty members;
- have been instrumental in the development of a programme of teaching awards;
- have assisted colleagues either formally or informally in their efforts to improve their teaching;
- have provided guidance to new faculty members;
- have organized or participated actively in workshops, symposia, or conferences on university instruction; or,
- have been involved in collaborative efforts to develop innovative methods of teaching.

Eligibility:

(1) Those nominated for this award shall typically be (but not necessarily have to be) full-time members of teaching faculty with a normal teaching load, as determined by their faculty or college.

(2) Chairs and heads of departments who continue to teach are eligible for nomination.

(3) Those who have not won the award within a ten year period are eligible for this award.

(4) Academic administrators, such as the President, Vice-Presidents, Deans and full-time Directors or employees of Teaching Centres who do not teach a minimum load and/or whose primary role includes promoting teaching excellence are not eligible.

(5) In a single year, an individual may be nominated and awarded a Neil Scott Educational Leadership Award and any of the other University awards which recognizes excellence in teaching.

(6) A person who has already been the recipient of an award recognizing excellence in teaching, or has received one of the regional awards recognizing their contribution to educational leadership, is still eligible for this award.

Procedure: Award winners will be determined by the Senates Teaching Awards Committee in accordance with the following procedures:

Format:

- The dossier must be formatted as a single PDF.
- Nomination dossiers must not exceed 20 numbered pages. The following are required but not counted in the 20-page limit:
 - Cover page which displays the nominees' name and academic unit, and the year of submission;
 - Table of contents; and
 - Separation pages that clearly identify each part.
- Dossiers must be presented in 12-point font with all original descriptive content written by the nominees appearing in Garamond or Helvetica font. Use standard one-inch page margins all around.
- The Teaching Awards Committee decision will be based on material contained within the 20-page dossier only. The dossier must not include URLs to supporting material.

Nomination Process: Eligible individuals can be nominated for this award by Departmental Chairs, Faculty Deans, Vice-Presidents, or full time Directors of the university's teaching and learning center. If the campus does not have a teaching and learning center, the chair of the committee which promotes teaching and learning activities can also nominate eligible individuals.

Faculty members who know of and want to nominate eligible individuals are encouraged to forward their recommendations to their Departmental Chair, the Dean, a Vice-President, or the Director of the teaching and learning centre (or equivalent). Members of the Senates Teaching Awards Committee are not to be involved in the nominating process. The Chair, Dean, Vice-President, or Director will contact the nominee and, with their cooperation, the following supporting materials will be compiled.

The work of compiling the supporting material can be completed by the chair, dean, vice-president, or director, or their designate. Given the time needed to compile the supporting material, nominees for this award should be contacted early in December.

Supporting Materials: Each nomination shall be accompanied by material supporting the application. Nomination packages are to be as succinct as possible, and are to be no more than 20 pages in length inclusive (10 sheets double sided) in the following order. Anything beyond 20 pages will not be considered.

PART 1: Nomination Letter – A letter of nomination by the Department Chair, Dean, Director or designate of the University summarizing the major strengths of the candidate as a leader and/or facilitator of education.

PART 2: Academic Career Achievements - A one- or two-page (maximum) summary in list or abbreviated CV format highlighting the nominee’s major academic career achievements (teaching, research, and service) with an emphasis on contributions to teaching, learning, and educational leadership.

PART 3: Philosophy of Educational Leadership - A one- to two-page (maximum) statement by the nominee describing their philosophy of educational leadership and how this philosophy has been implemented. In the statement, the nominee should explain “educational leadership” in their context (discipline, institution, or broader community). This statement provides the nominee with an opportunity to articulate their rationale for going beyond personal teaching practice to enhance teaching and learning generally.

PART 4: Evidence of Achievements in Educational Leadership –

- a) Varied evidence of how the nominee implements their educational leadership philosophy. This evidence may include sample documents or materials the nominee has created. It should not only describe the nominee’s leadership activities but also highlight their influence, impact, and outcomes.
- b) A minimum of three current letters of support by colleagues/peers detailing the candidate’s active involvement in attempts to enhance the quality of instruction offered to

the university's students. Letters by members of departments or faculties other than the nominee's own are encouraged.

The completed nomination package may be submitted to the Centre for Enhanced Teaching & Learning, Room 125, Marshall d'Avray Hall.

Announcement of Award Winners:

The Senate Teaching Awards Committee will review all nominations and will forward its recommendations to Senate for approval. The University will announce, in the spring, before convocation, the names of individuals who have received the award. Recipients will be recognized in appropriate fashion, including receiving an award of \$500.