National Excellence in Teaching and Learning Awards 2013
The Higher Education Learning and Teaching Association of Southern Africa (HELTASA) in collaboration with the Council on Higher Education will be making up to a maximum of five National Excellence in Teaching and Learning Awards in 2013.

**Aims of the National Excellence in Teaching and Learning Awards**

- To show support at a national level for excellence in teaching and learning in higher education.
- To generate a cadre of academics who are identifiable and able to provide inspiration and leadership in teaching in their disciplines, institutions and regions.
- To generate debate and public awareness about what constitutes teaching excellence.

**Eligibility**

Academics¹ (lecturers and academic development practitioners) at all South African public higher education institutions are eligible for this award.

**Award Categories**

Awards will be made in each of the following categories:

1. Leader in the field of learning and teaching (with impact beyond the classroom and the institution)
2. Excellent teacher/teaching team
3. Teacher/teaching team that excels in challenging and under-resourced contexts.

Note: a “teaching team” is a group of two or more academics who collaborate over a sustained period of time to develop and deliver a module/course/programme.

**Criteria**

Applications will be considered holistically. The committee will evaluate the degree of reliability of data, and alignment of claims articulated with evidence provided. Awards will be made on the basis of evidence of some or all of the following:

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<th>Criteria</th>
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<th>Evidence</th>
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<td>Teaching is effective</td>
<td>The lecturer • Aligns outcomes, teaching and learning activities and assessment constructively when planning his/ her teaching. • Creates rich environments for active learning. • Sets high expectations. • Shows skills in the art and craft of teaching. • Is enthusiastic. • Is well prepared for class, presents material in an interesting and clear manner and has the ability to encourage diverse students to be engaged and learn. • Links to prior and future knowledge showing the relevance of what students are learning to the outcomes of the programme and the students’ goals. • Responds creatively to challenges in the teaching context, including those posed by limited resources. • Can organize, emphasize and clarify ideas, and communicate knowledge beyond the mere exchange of information. • Blends new ideas, research and developments into teaching both within and outside the classroom.</td>
<td>Evidence could include but is not restricted to the following: Own reflections on teaching philosophy Peer review/ endorsement/ testimony Student feedback Letters of support from students Artefacts such as study guides, multimedia, online materials, innovative student assessment, photographs</td>
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The application process

1. A maximum of two applications per university may be sent.
2. Institutions may consider nominating as candidates, winners of the university’s own teaching awards. If a university does not have such a system, it is suggested that a process for selection and a committee be set up to administer the application process.
3. A university may nominate the same individual more than once, but only after one year has lapsed since the previous application, and provided that the application has undergone some revision. (An applicant will not receive the national award twice).
4. General questions about the awards can be directed to Brenda Leibowitz at: bleibowitz@sun.ac.za or tel: 021 808 3717.
5. If a university would like to request additional support for advising on the selection or the portfolio development process, such requests should reach Wendy Kilfoil (wendy.kilfoil@up.ac.za), Geoffrey Tshephe (geoffrey.tshephe@up.ac.za), Masebala Masebane (masebala@vut.ac.za) or Jeff Jawitz (jeff.jawitz@uct.ac.za) preferably before the end of March 2013.
6. The due date for all applications is: Friday 14 June 2013. The outcome of the first round of selections will be announced by 31 July 2013. All applicants successful in the first round of selections will be required to make a short presentation at an event at the CHE on 6 September 2013. Final awards will be announced by 30 September 2013 and will be handed over at the HELTASA annual conference, which will take place from 27 – 29 November 2013 at UNISA.

The applications

1. All applications must be accompanied by a copy of the cover sheet provided below, to be completed by the applicant.
2. All applications should be prepared taking into account the above criteria and attached rubric for scoring. It is advisable that this evidence spans several years of teaching.
3. Further information should include:
   • Information about the applicant and the applicant’s teaching context (level of seniority of applicant, part/full time, discipline taught, size of classes, teaching context e.g. main/satellite campus, areas of key challenge).
   • A photograph and abridged curriculum vitae of the applicant. Applicants should rather send abstracts than any full research papers they have written, and should provide selective examples to demonstrate what they do, rather than a full set.
   • An application by a team should include the names, photographs and abbreviated curriculum vitae of all participants; an indication of how the team works together; and an indication of the contribution of individual members. The application should provide the name and contact details of the team leader/contact person.
   • The applicant’s statement about teaching and learning, what they do and why.
   • A letter from a nominator (1/2 – 1 page). The nominator could be:
     The Rector/Vice-Chancellor, Deputy Vice-Chancellor/Vice Rector responsible for teaching and learning; or
     The applicant’s Head of Department or Dean
     The applicant’s Head of the Centre for Teaching and Learning or equivalent unit.
4. No incomplete applications will be considered.

How to apply on-line

5. All applications should be provided in the form of: either one covering form and one full pdf of a maximum of 50 pages and two accompanying media clips (maximum 100 MB per file) or a covering letter and a link to a portfolio on an applicant’s website. For a team submission the full pdf may be extended by 10 pp for additional abbreviated curriculum vitae.
   The first time you log in, you will need to create an account on the right-hand side. A separate account must be created for each applicant.
   After you have logged in, click on: teaching and learning
   Click on: teaching and learning awards
   Click on: applications. Here you will find instructions on how to upload your files.
7. Click on comments to add any comments about the applications you are sending in, any other explanations, or the web address of your portfolio.

8. If you have any questions or difficulty with uploading onto the website, contact Ms M Van Rooyen (vrooyen@sun.ac.za) (021 808 9385).

**Selection Committee for 2013**

- Prof Diane Grayson: Executive Director, Quality Assurance, Council on Higher Education
- Ass. Prof. Jeff Jawitz: University of Cape Town
- Prof. Wendy Kilfoil: University of Pretoria
- Ass. Prof Brenda Leibowitz: Stellenbosch University
- Ms Lindiwe Mabope: University of Limpopo
- Dr Matete Madiba: HELTASA Chairperson, University of Pretoria
- Ms Roshnee Sunder: Durban University of Technology
- Dr Masebala Tjabane: Vaal University of Technology
- Mr Geoffrey Tshephe: University of Limpopo

**The Award**

An award of R30 000 and a certificate will be made available to a maximum of five award winners and a further number of commendees. The successful candidates will be expected to receive the award at the 2013 HELTASA conference, which will take place from 27 – 29 November at UNISA. The successful candidates will also be expected to make a short presentation on their work at a panel at the conference.
National Excellence in Teaching and Learning Awards 2013
Cover Sheet

This cover sheet should accompany the application.

**Applicant Information**

Name:
Department/Centre:
University:
Postal address:
Email:
Telephone number:
Fax number:

Signature:

Date:

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**Nominator’s Information**

Name:
Department/Centre/Office:
University:
Postal address:
Email:
Telephone number:
Fax number:

Signature:

Date: