

MSU Macademics' Awards by Application 2023-2024 GUIDELINES

There are 6 different awards that are open to applications. Application packages will be due **February 19th, 2024** via email to tac@msu.mcmaster.ca .

Awards by application:

1. [MSU Award of Distinction](#)
2. [Teaching Assistant of the Year Award](#)
3. [Innovation Award](#)
4. [Lifetime Achievement Award](#)
5. [Merit Award](#)
6. [Community Engagement Award](#)

Award finalists will be contacted to attend the annual Teaching Awards Ceremony that takes place March 28th, 2024.

If you are interested in applying or wish to learn more about the application based awards, please follow us on Facebook, Instagram or Twitter for the most up-to-date information. Please email tac@msu.mcmaster.ca for more information.

MSU Award of Distinction

To be selected by the MSU Board of Directors, the applications for the MSU Award of Distinction will be evaluated based on the following criteria and all teaching faculty are eligible:

- € Contribution to communities outside of McMaster that aligns with McMaster's Principles of Community Engagement (e.g. locally, nationally, internationally).
- € Contribution to McMaster student life (e.g. participation in student events/clubs, impact of teaching on individual students).
- € Exceptional commitment to upholding McMaster University's learning and teaching values in any form

Nomination Package

The committee will accept applications for this award by instructors who fulfill these preliminary requirements. In the instructor's application package, the following items must also be included:

1. A letter of support from the Dean/Director of the applicant's faculty or program;
2. One to three letters of reference from students, either current, former or both;
3. Letter of support from a community partner;
4. A detailed CV;
5. A personal information sheet outlining the candidate's name, faculty, date of first teaching appointment at McMaster, dates of any nominations and/or winnings of MSU Teaching Awards;
6. Any other material(s) (e.g.: audiovisuals, newspaper articles, etc.) that would enhance the applicant's application.

Teaching Assistant of the Year Award

The applications will be evaluated by at least three committee members (including the Chair) based on the following criteria:

- € Accessibility and responsiveness to students.
- € Content delivery and contributions to students' learning experiences.
- € Organization and preparedness for online class, lab, tutorial, office hours, etc.
- € Assisting and challenging students to reach their learning objectives and think beyond the scope of the course.
- € Provides constructive feedback on students' submissions and progress.

The Teaching Assistant of the Year Award(s) may be presented each year to a TA who:

- € Has shown a dedication to the Teaching Assistant role at McMaster University during the current academic year (i.e. for at least one semester during Summer, Fall, or Winter of this academic year).
- € Has or has not won a Teaching Award in the past.

Nomination Package

The committee will accept applications for this award by TAs who fulfill these preliminary requirements. In the completed application package, the following items must also be included:

1. A letter of support from the professor or instructor of the course for which the TA is teaching;
2. One to three letters of reference from students, either current, former or both;
3. A detailed CV;
4. A personal information sheet outlining the candidate's name, faculty, date of first teaching appointment at McMaster, dates of any nominations and/or winnings of MSU Teaching Awards;
5. Any other material(s) (e.g.: audiovisuals, newspaper articles, etc.) that would enhance the applicant's application.

Innovation Award

Up to two Innovation Teaching Award(s) may be presented each year to one or two instructor(s) or groups of instructors who:

- € Has shown dedication to teaching innovation at McMaster University.
- € Has shown evidence in their application of contribution to the broader community.

The applications for the Innovation Teaching Award, will be evaluated by at least three committee members (including the Chair) based on the following four criteria:

- € Engagement in critical reflection on the effectiveness of current pedagogical strategies.
- € Implementation of tangible actions for continual course improvement.
- € Commitment to improving student engagement (e.g.: integrating supportive and accommodating policies in courses).
- € Integration of innovative teaching strategies and collaboration within/beyond the McMaster community to improve learning and teaching.

Nomination Package

The committee will accept applications for this award by instructors who fulfill these preliminary requirements. In the instructor's application package, the following items must also be included:

1. A letter of support from the Dean/Director of the applicant's faculty or program;
2. One to three letters of reference from students, either current, former or both;
3. Letter of support from a community partner;
4. A detailed CV;
5. A personal information sheet outlining the candidate's name, faculty, date of first teaching appointment at McMaster, dates of any nominations and/or winnings of MSU Teaching Awards;
6. Any other material(s) (e.g.: audiovisuals, newspaper articles, etc.) that would enhance the applicant's application.

Lifetime Achievement Award

One award may be awarded annually to a professor who has demonstrated an exceptional dedication to teaching at McMaster for a minimum of ten (10) years, as well as significant contribution to student life, the community at large, and/or academia.

- € Has shown dedication to teaching excellence at McMaster University for at least 10 years.
- € Has shown evidence in their application of contribution to the broader community.
- € Contribution to McMaster student life (e.g.: participation in student events/clubs, impact of teaching on individual students).
- € Contribution to McMaster academia (e.g.: course development, website design)
- € Contribution to community outside of McMaster (e.g.: locally, nationally, internationally)

Nomination Package

1. A letter of support from the Dean/Director of the applicant's faculty or program;
2. One to three letters of reference from students, either current, former or both;
3. A detailed CV;
4. A personal information sheet outlining the candidate's name, faculty, date of first teaching appointment at McMaster, dates of any nominations and/or winnings of MSU Teaching Awards;
5. Any other material(s) (e.g.: audiovisuals, newspaper articles, etc.) that would enhance the applicant's application.

Merit Award

Up to two Merit Teaching Award(s) may be awarded annually to one or two professor(s) who have been teaching at McMaster for no more than two years and have shown dedication, passion and/or have made significant contributions to teaching during their appointment.

Nomination Package

1. A letter of support from the Dean/Director of the applicant's faculty or program;
2. One to three letters of reference from students, either current, former or both;
3. A detailed CV;
4. A personal information sheet outlining the candidate's name, faculty, date of first teaching appointment at McMaster, dates of any nominations and/or winnings of MSU Teaching Awards;
5. Any other material(s) (e.g.: audiovisuals, newspaper articles, etc.) that would enhance the applicant's application.

Community Engagement Award

Awards may be presented annually to instructors or groups of instructors who have shown a dedication to the integration and inclusion of community engagement education at McMaster.

Nomination Package

1. A letter of support from the Dean/Director of the applicant's faculty or program;
2. One to three letters of reference from students, either current, former or both;
3. Letter of support from a community partner;
4. A detailed CV;
5. A personal information sheet outlining the candidate's name, faculty, date of first teaching appointment at McMaster, dates of any nominations and/or winnings of MSU Teaching Awards;
6. Any other material(s) (e.g.: audiovisuals, newspaper articles, etc.) that would enhance the applicant's application.