**DISTINGUISHED EDUCATION EXCELLENCE AWARDS**

**Category: Collaborative Excellence Award**

**WHAT IS IT FOR?**

The **Collaborative Excellence Award** is awarded to teams who have a track record of supporting learning in HE and can demonstrate a team-based initiative that demonstrates highly effective problem solving or innovation that benefited from the team approach and has led to positive impact on L&T. In particular, the initiative will be directly related to one or more of the Educational Excellence themes and priorities within ***five& fifty*** demonstrating initiative and effective problem solving/ innovation in direct /indirect learner support at Ulster University.

The purpose of the award is to recognise, reward and celebrate staff teams who support learning excellence and to create a proactive learning community within Ulster.

**Up to three awards** are normally available and the award of **£1500** to successful teams should be used to support the recipients’ CPD in teaching/learning support.

**Collaborative Excellence Award** recipients will be expected to share their experience and practice with colleagues at Ulster supported by CHERP.

**WHO IS ELIGIBLE?**

* Any teams made up of members of staff who teach/support learning.
* All team leads, and normally all team members, should have achieved AFHEA, or another category of HEA fellowship, at the time of making their application.

**HOW TO APPLY?**

Teams should provide a 2500 word Reflective Statement and Case Study on their particular contribution to collaborative excellence through a team-based initiative that demonstrates highly effective problem solving or innovation that benefited from the team approach and has led to positive impact on L&T at Ulster University (see pro forma on CHERP site).

Submissions should be endorsed by the Team Lead’s Line Manager to confirm the veracity of the claims made within the application.

**HOW IS THE AWARD JUDGED?**

The award scheme is judged by a panel chaired by the PVC Education, representative Associate Dean(s) Education, the Director of CHERP, the Awards’ Manager, representative University National Teaching Fellow and the President of UUSU.

**Criteria**

The Assessment Panel will be looking for the following; teams should:

* Demonstrate Collaborative Excellence: Show evidence of a team-based initiative that demonstrates highly effective problem solving or innovation that benefited from the team approach and has led to positive impact on L&T and aligns to themes and priorities within ***five& fifty***
* Demonstrate evidence of: a clear set of aims, objectives and rationale for the team’s approach and how the group constitutes a team and developed as a team, working collaboratively and how collaborative working has been an advantage, demonstration of direct involvement of students with the team.
* Support the claim with independent evidence of how the collaborative work has enhanced student learning, such as testimonials (particularly from key stakeholders e.g. students, colleagues), supporting data and/or evidence of effectiveness and impact – (evidence should be integrated throughout the claim and contributes to the word count.)
* Demonstrate clearly how the initiative adds something novel, enhancing, or innovative to supporting learners in their area.
* Be underpinned by some reference to the professional knowledge base in HE learner support practice.
* Include reflection on or evidence of how their intervention has begun to have impact within the broader L&T community that is beyond the team’s local area.

**WHEN TO APPLY?**

Applications should be received by noon **February 3rd 2020**

Submission as a single PDF File to [s.floyd@ulster.ac.uk](mailto:s.floyd@ulster.ac.uk) with the subject line: Collaborative Excellence Award

**Application Pro-forma – complete Section B&C in no more than 2500 words in total, supporting evidence must be included within the text. No additional appendices should be included.**

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| **Section A: Contact details** |
| **Team Lead** |
| **Name (including title):** |
| **Department:** |
| **Email Address:** |
| **Number of years supporting learners in higher education:** |
| **Summary of Teaching/Supporting Learning Roles and Responsibilities:** |
| **Which Category of HEA fellowship do you hold?**  **Reference Number (on your certificate):** |
| **Team Member: (repeat this for each team member)** |
| **Name (including title):** |
| **Department:** |
| **Email Address:** |
| **Number of years supporting learners in higher education:** |
| **Summary of Teaching/Supporting Learning Roles and Responsibilities:** |
| **Which Category of HEA fellowship do you hold?**  **Reference Number (on your certificate):** |
|  |
| **Team Lead Line Manager Endorsement**  *I fully endorse the validity of the claims made in the application for* **Distinguished Education Excellence Awards** *(****Collaborative Excellence*** *category)*  **E-Signed** ……………………………………………………………………………  **Name:**  **Position**:  **Contact:** |
| **Complete Section B&C in no more than 2500 words in total** |
| **Section B: Your Collaborative Approach:** |
| *Please provide a reflection on your overall collaborative approach to enhancing the student learner experience (no more than 500 words) e.g. how the group constitutes a team and developed as a team, working collaboratively and how collaborative working has been an advantage. How did you involve students in your initiative?* |
| **Section C: Case Study of the Team-Based Initiative** |
| **Title:** *meaningful, short descriptive title (to be used in publicity)*  **Summary:** *Brief summary of what the case study covers*. |
| **What was done:**  *Please give a brief description of the case study including the* themes and priorities within ***five& fifty*** *it relates to.*  *Explain why you feel this is an example of novel, enhancing, or innovative* *practice.* |
| **Motivation and aims:**  *A brief outline of the reasons behind the practice described - its purpose and benefits. What change was it intended to make or problem was it designed to solve? What professional knowledge did the team draw from to underpin its rationale?* |
| **Implementation:**  *An outline of how the team carried out the initiative, the approaches you adopted. What professional knowledge did you draw from to underpin your approach?* |
| **Successes and lessons learnt:**  *Reflect on what worked well for the team, any particular challenges faced and how these were addressed. Comment on the approach taken to evaluation and understanding the impact and effectiveness of the initiative described. What did students think about your approach? Include evidence to support your understanding of its effectiveness.*  *Please also say if you are planning any changes or further developments.* |
| **Transferability:**  *Is this practice transferable? Have you shared your experiences with colleagues? What would your advice be to others thinking of adopting your approach? Do you have any evidence of colleagues adopting your approach?* |
| **Further information:**  *e.g. links to website or publications, materials used, presentation slides, screen shots, testimonials;*  *a couple of quotes from students or staff illustrating the case study would be particularly useful* |