THE UTRECHT UNIVERSITY OUTSTANDING TEACHER AWARD AND TEACHER TALENT AWARD

In 1994, the Executive Board established the "Utrecht University Outstanding Teacher Award". The aim of the Award is to encourage and reward teaching excellence at Utrecht University. Since young teachers are not always able to fully meet the teaching award criteria, the Executive Board instituted in 1999 the "Teacher Talent Award" for teachers with up to 5 years of university teaching experience. Both awards are part of the University’s policy on quality assurance in teaching.

The awards are awarded annually. Student associations nominate teachers by compiling portfolios for their nominees. No more than 2 teachers may be nominated per programme, one for each category. A judging committee consisting of Utrecht University teachers and students will select the winners. Short-listed nominees and winners will be mentioned in the University's annual report. The winners will be announced at the annual Teaching Parade. The awards will be presented by the Rector on the University’s Birthday. The outstanding teacher award carries a challenge trophy and a cash prize of € 5,000; the teacher talent award cash prize has been set at € 3,000. The student association that nominates a winning teacher receives a certificate of appreciation and a cash amount of € 1,000 to be spent as it sees fit.

1. Criteria for the 2016-2017 Teacher Awards

Outstanding Teacher Award Criteria

1. **Teaching experience**: the teacher has more than 5 years of academic teaching experience on the nomination submission deadline date;
2. **Vision on teaching**: the teacher has a clear vision on teaching and makes a substantial contribution to improvement of teaching methods and curriculum, in particular to the development and implementation of activating instructional formats, and improvement of assessment and feedback;
3. **Relationship between education, research and society**: The teacher is able to present the essence of his/her subject area in a captivating and effective manner and has an integrated vision of the relationship between education, research and society and translates it in his/her teaching;
4. **Interaction with students**: The teacher encourages students to think and act critically, creatively and independently and fosters the development of a scientific attitude and the teacher is able to make students rise above themselves;
5. **Managerial skills**: The teacher plays a key role in relation to other teachers in the design and organisation of teaching and learning within the programme. The teacher has a leading role in teaching, and is able to involve other teachers in his or her teaching activities and responsibilities in an effective and inspiring manner;

Teacher Talent Award Criteria

1. **Teaching experience**: the teacher has no more than 5 years of academic teaching experience on the nomination submission deadline date;
2. **Vision on teaching**: the teacher has a clear vision on teaching and makes a substantial contribution to improvement of teaching methods and curriculum, in particular to the development and implementation of activating instructional formats, and improvement of assessment and feedback;
3. **Relationship between education, research and society**: The teacher is able to present the essence of his/her subject area in a captivating and effective manner and has an integrated vision of the relationship between education, research and society and translates it in his/her teaching;
4. **Interaction with students:** The teacher encourages students to think and act critically, creatively and independently and fosters the development of a scientific attitude and the teacher is able to make students rise above themselves;

5. **Managerial skills:** The teacher plays a key role in relation to other teachers in the design and organisation of teaching and learning within the programme. The teacher has a leading role in teaching, and is able to involve other teachers in his or her teaching activities and responsibilities in an effective and inspiring manner;

2. **Who is eligible for the 2016-2017 Teacher Awards?**

Eligible for nomination for the 2016-2017 Outstanding Teacher Award are all Utrecht University teachers who meet the above outstanding teacher award criteria, including:
- previous years’ winners of the Teacher Talent award;
- teachers who have been previously nominated (and perhaps short-listed) for the Outstanding Teacher Award but did not win the prize.

Eligible for nomination for the 2016-2017 Teacher Talent Award are all Utrecht University teachers who meet the above teacher talent award criteria, including:
- teachers who have been previously nominated (and perhaps short-listed) for the Teacher Talent Award but did not win the prize.

NB The prize will only be awarded to the same person once. Members of the judging committee may not be nominated for the awards. The website [www.uu.nl/docentenprijs](http://www.uu.nl/docentenprijs) lists the winners and the members of the judging committee; in case of doubt, please contact the secretary of the judging committee.

3. **Who may nominate the candidates for the 2016-2017 Teacher Awards?**

The nominations are made by the (faculty-based) student associations, for example by the board or a committee of the student association. A requirement is that students who nominate a teacher have taken classes with him or her. The student association should also ensure sufficient support for the nomination among students in the programme.

Per programme only one teacher may be nominated for one of the categories. Programmes with more than one association should seek agreement on the nominations.

4. **What are the requirements for the 2014-2016 Teacher Award nominations?**

As from the 2013-2014 academic year, teachers are nominated by means of a portfolio wherein the teacher will be reviewed from three points of view: students, the teacher him-/herself and his/her peers. The student association is responsible for compiling and submitting the complete file consisting of:

1. **A letter of recommendation written by the student association** (2.000 words max, Verdana 9, spacing 1), explaining why the teacher deserves the prize using the above criteria. Each criterion must be addressed using at least 1 concrete example from the teacher’s teaching practice.
2. **The teacher’s CV** (2 A4 max). The CV should give particular focus to his or her teaching career. A list of publications is of secondary importance. Also mention his/her date of birth.
3. **A worked-out vision on teaching**, written by the nominated teacher (2 A4s max).
4. **Two letters of recommendation**, written by colleague teachers.
5. Composition of the judging committee for the 2016-2017 Teacher Awards

The judging committee is composed of teachers, including earlier award winners, and students of Utrecht University. In 2016-2017, the committee is chaired by professor Wieger Bakker from the faculty of Law, Economics and Governance. The complete composition of the committee will shortly be announced at http://www.uu.nl/en/education/top-lecturers-and-top-students/teacher-awards

Mirjam Bok MSc, policy advisor educational affairs is secretary to the committee.

The Teacher Award Judging Committee attaches great importance to objective decision-making and transparency of the judging process. An important condition for objectivity is the prevention of a conflict of interest. The judging committee will ensure that nominations are judged on quality in an independent and unprejudiced manner. Where a (semblance of a) conflict of interest arises, clear rules are in place to deal with this.

- All committee members are bound to confidentiality;
- All committee members should at all times remain alert and attentive to, and neutral in, situations that may cause a conflict of interest and should take action to prevent and/or control this;
- The judging committee will use an objective yardstick to determine if a committee member may take part in the decision-making process. If a nominee is from the same programme as the committee member, the committee member will abstain from voting.

6. The selection process for the 2016-2017 Teacher Awards


In October, all student associations will receive a written invitation to submit nominations for the 2016-2017 Teacher Awards. Directors of education will be notified of this call for nominations.

Nomination closing date: 8 December 2016

Nominations must be submitted by email to: onderwijsonderzoek@uu.nl
Mention the name of the teacher, category (Outstanding Teacher Award / Teacher Talent Award) and student association in the subject line.

All nominations will be treated in the strictest confidence. Incomplete portfolios will not be considered.

The jury will organize an information meeting for student associations on November 9th, 3.30-4.30 PM, Van Lier & Egginkzaal, Heidelberglaan 8.

6.2. Selection of short-listed nominees: January 2017

In the first selection round, the judging committee will judge all nominations. The judging panel will select up to four nominees for each award. Candidates will be short-listed on the basis of an individual assessment by the committee members of their contributions/achievements in university teaching. Per criterion (see 1) each committee member will award a score (of 1-10). If one of the committee members abstains because the nominee is a direct colleague in the same programme, the average number of points awarded for each criterion will be added to the score.

The short-listed nominees will be notified of their nominations in writing. Teachers who have not been short-listed will also receive written notification. The student associations will be informed, in writing, of the short-listed nominations. The judging committee's deliberations are not public.
The short list of nominees will be widely publicised, among other things through publication in the University Digital Newspaper and through Utrecht University’s website.

6.3. Award winner selection: Mid-February 2017

The judging committee will judge the short-listed nominees again in a second round. Student associations of the nominees will be requested to submit additional material, consisting of:

- two course evaluations, including a qualitative analysis of the most notable points and the points most often mentioned in the evaluations.
- Material to characterize the teacher (at least a 5-minutes video of interaction between the teacher and students); eventually complemented with study guides or other material.

In Mid-February, the student associations of the nominees will be invited to explain their written nominations in person. The session will consist of a five-minute presentation and an approximately 15-minute interview with the judging committee.

The award winners will be selected on the basis of the quality of the presentations and the nominations. There will be one winner per prize. The judging committee’s report will be presented to the Executive Board for approval. The report will provide the reasons for selecting the award winners.

6.4. Award winner announcement and awards ceremony, March 2017

The official awards ceremony will take place on the celebration of the Dies Natalis, 27 March 2017.