THE UTRECHT UNIVERSITY OUTSTANDING TEACHER AWARD & TEACHER TALENT AWARD

On 26 May 1994, the Executive Board established the ‘Utrecht University Outstanding Teacher Award’. Encouraging and rewarding teaching excellence at Utrecht University: those are the aims of the award. Since young teachers are not always able to fully meet the teaching award criteria, the Executive Board instituted, on 20 May 1999, the ‘Utrecht University Young Teacher Award’ to encourage and recognize teachers younger than age 36. In 2011, the name of the award was changed to ‘Teacher Talent Award’. Eligible for the award are teachers with up to 5 years of university teaching experience. Both awards are part of the University’s policy on quality assurance in teaching. In the University’s Educational Model 3.0, recognition of good teaching continues to be a focus point. This year the Awards are organized by the Academic Affairs’ Office and the Centre for Academic Teaching.

The awards are awarded annually. Student associations nominate teachers by compiling portfolios for their nominees. No more than two teachers may be nominated per programme, one for each category. A jury 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 Dies Natalis (the University’s Anniversary Day). 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. What are the criteria?

1.1 Outstanding Teacher Award Criteria

1. Teaching experience: the teacher has more than five 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. For example, think of how research or society play a part in his or her teaching method; the way the teacher uses feedback and assessment; a reflection on how this teacher acts in a coaching role; and/or a reflection on how the teaching vision and chosen teaching methods are linked (including educational innovation);
3. 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;
4. The student’s learning experience: The teacher ensures that his or her teaching activities provide students with new knowledge about and/or skills in the discipline concerned.
5. Managerial skills: The teacher plays a key role in relation to other teachers in the design and organization 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. For example, does this teacher have a pioneering role in educational innovation, or does he or she have a management position such as being an honours director or a director of education.

1.2 Teacher Talent Award Criteria

1. Teaching experience: the teacher has no more than five 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. *For example, think of how research or society play a part in his or her teaching method; the way the teacher uses feedback and assessment; a reflection on how this teacher acts in a coaching role; and/or a reflection on how the teaching vision and chosen teaching methods are linked (including educational innovation).*

3. **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.

4. **The student’s learning experience:** The teacher ensures that his or her teaching activities provide students with new knowledge about and/or skills in the discipline concerned.

5. **Visibility in the programme:** The teacher is visible within the programme and contributes to a smoothly running educational process.  
   *For example, think about coordinating courses, contribution to educational innovation or involvement in a university body such as a degree programme advisory committee.*

2. **Who is eligible for the awards?**

Eligible for nomination for the 2017-2018 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 2017-2018 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 jury 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 jury; in case of doubt, please contact the secretary of the jury.

3. **Who may nominate the candidates?**

The nominations are made by the (faculty-based) student associations, for example by the board or a jury 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 nominations?**

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:

- **A letter of recommendation written by the student association,** 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**, which 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. **What is the composition of the jury?**

The jury is composed of teachers, including earlier award winners and students of Utrecht University. The complete composition of the jury will shortly be announced at [http://www.uu.nl/en/education/top-lecturers-and-top-students/teacher-awards](http://www.uu.nl/en/education/top-lecturers-and-top-students/teacher-awards)

Miriam Hoogeveen MA, policy officer in educational affairs is secretary to the jury.

The jury will ensure that nominations are judged on quality in an independent and unprejudiced manner. The jury attaches great importance to the transparency of the judging process (see paragraph 6). Where a (semblance of a) conflict of interest arises, clear rules are in place to deal with this. If a nominee is from the same programme as the jury member, the jury member will abstain from voting. All jury members are bound to confidentiality.

6. **What is the selection process?**

6.1. **Compilation of nominations (October-November 2017)**

At the beginning of October, all student associations will receive a written invitation to submit nominations for the 2017-2018 Teacher Awards. Directors of education will be notified of this call for nominations.

The **submission deadline** is **Thursday 30 November 2017, 11.59 PM**. The nomination must be submitted electronically, in one PDF file via e-mail 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.

**Note:** Keep in mind that the date on which the portfolio is submitted digitally, is considered to be the decisive submission date.

Preceding the closing date for submissions, de jury will organize an information session for student associations where best practices for writing a nomination will be shared. More information will be provided on a later date.

6.2. **Selection of short-listed nominees (January 2018)**

In the first selection round, the jury 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 jury members of their contributions/achievements in university teaching. Per criterion (see paragraph 1) each jury member will award a score (of 1-10). If one of the jury 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 jury’s deliberations are not public.

The short list of nominees will be widely publicized, among other things through publication in the University Digital Newspaper and through Utrecht University’s website.

6.3. Award winner selection (Mid-February 2018)

The jury 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, e.g. study guides, video’s.

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 ten minute interview with the jury.

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 jury’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 2018)

The winners will be announced at the Teaching Parade, on March 6th 2018. The official awards ceremony will take place on the celebration of the Dies Natalis, on March 26th 2018.

Last update: 20 November 2017