## Medical Sciences Division Teaching Excellence Awards

## 2017

## Major Educator Nomination Form

The completed form (including supporting materials) must be submitted to [aga.bush@medsci.ox.ac.uk](mailto:aga.bush@medsci.ox.ac.uk) by **midnight on Friday 30th June 2017**.

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| **SECTION A: NOMINEE DETAILS** Questions 1-4: if this is a team nomination, please include the required details for each member, with the lead nominee listed first. | | | | | | |
| 1. Title(s) and Name(s): | | | | | | |
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| 2. Job Title(s): | | | | | | |
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| 3. Department(s): | | | | | | |
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| 4. College(s): | | | | | | |
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| 5. Has / Have the nominee(s) given their consent to be nominated for an award? | | | | | | |
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| Yes |  |  | No | |  |  |
| 6. Contact Details  If this is a team nomination, please only include the details of the lead nominee. | | | | | | |
| Postal address: | | | | University / College e-mail: | | |
| Phone number (office hours): | | |

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| **SECTION B: NOMINATOR DETAILS** | |
| 7. Title(s) and Name(s): | |
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| 8. Job Title(s): | |
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| 9. Department(s): | |
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| 10. College(s): | |
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| 11. Contact Details | |
| Postal address: | University / College e-mail: |
| Phone number (office hours): |

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| **SECTION C: CASE FOR THE AWARD** | |
| 12. *(Delete as applicable.)* I / We would like to nominate the person / teamlisted under Section A above for a **Major Educator** award. | |
| 13. In the box below, please provide a brief outline (no more than 10 lines, in size 11 pt, single spaced) of the teaching/education-related duties the nominee(s) currently undertake(s) / has / have undertaken in the recent past. | |
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| 14. *(Delete as applicable.)* I / We consider that the nominee(s) has / have made an outstanding contribution to the development of education and/or leadership in education and/or other educational initiatives, within the Medical Sciences Division or at institutional level, in the following way(s):  Please tick all that apply. | |
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|  | Drawing on academic strengths in education across the traditional departmental and geographical boundaries within the Division. |
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|  | Promoting / enhancing the integration of clinical and basic science material in teaching and learning for students studying medicine. |
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|  | Promoting the benefits of teaching / education in a research-intensive environment. |
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|  | Improving the prominence and effectiveness of measures that enhance students’ study skills and their long-term educational development (such as their understanding and engagement with academic standards in their discipline e.g. via peer assessment). |
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|  | Embedding / enhancing graduate studies: e.g. significantly enhancing the provision for graduate students, or the organisation of graduate studies at departmental, divisional or institutional level. |
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|  | Establishment of innovative methods of assessment underpinned by evidence of their validity. |
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|  | Exceptional work on widening access to Oxford courses. |
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|  | Successful planning and introduction of new courses or successful innovations in teaching; major re-development of existing provision. |
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|  | Outstanding organisation and leadership in teaching and/or education and/or other educational initiatives. |
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|  | Significant role played in the development of teaching of the discipline nationally or internationally. |
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|  | Introduction and establishment of skills teaching (including teaching of study skills) at undergraduate or graduate level.  Introduction and establishment of teaching of scientific methods and techniques. |
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|  | Establishing new ways of engaging students with current research and scholarship. |
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|  | Leadership and innovation in staff development (including mentoring arrangements) for new and established members of teaching staff. |
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|  | Innovative materials or teaching methods to support courses. |
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|  | Projects to enable development of any of the above. |
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|  | Other – please specify: |
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| 15. In the box below, please outline:   1. the outstanding contribution made to the development of education and/or leadership in education and/or other educational initiatives within the Division or at institutional level, 2. the rationale in support of this nomination, 3. an account of the development of this contribution over time (normally this discrete development or innovation will have taken a number of years to realise overall), and 4. evidence of the effectiveness of this contribution.   This material should be in the region of 5 pages. Please note that the submission of nominee CV(s) alone will not be considered sufficient to make a case and therefore the nomination is likely to be rejected on this basis. The box will expand to fit your answer. | |
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| 16. Please append a balance of qualitative **and**quantitative information to this form, to put the nomination in the context of the work of the nominee’s department / college / the institution / field of education etc.  This material should be in the region of 5 pages. Please note that both types of contextual data are needed to make a balanced assessment of the nomination. It is very difficult to assess an individual’s or team’s contribution to excellence unless there is a way to compare it with what is considered to be the ‘norm’.  Such data includes, but is not limited to: aggregated and anonymised student feedback scores (where this is relevant) of the nominee(s) compared to other staff, the role of the nominee(s) within the course, department, college or the institution, the level of achievement of those students supervised by the nominee(s) etc.  For student feedback scores in particular, it is recommended that average ratings summarised for the course(s) over a number of years, and compared with the rest of the subject area, are included, so that ratings can be interpreted more easily. Also, you are encouraged to highlight the reliability / validity of the student feedback data, based on the sample size. Unanalysed raw data or individual student feedback forms will not be considered sufficient contextual data, and will result in the nomination being rejected.  Documents should be clearly labelled with the nominee’s name (the lead nominee’s name in the case of a team nomination). |

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| **SECTION D: ADDITIONAL INFORMATION *(OPTIONAL)*** |
| 17. Please list below any other supporting evidence / information supplied in support of the nomination. This should not exceed a further 10 pages, and should be appended to the completed nomination form. |
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| **SECTION E: CHECK-LIST FOR SUBMISSION OF NOMINATION**  *Please tick the boxes to confirm that all the relevant information is included within the nomination, including appropriate accompanying documents, and that they are submitted in the following order.* | |
| Completed nomination form to be attached to the front of the submission. |  |
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| A balance of qualitative **and**quantitative information, to put the nomination in the context of the work of the nominee’s department / college / the institution / field of education etc. |  |
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| Additional information in support of the nomination (optional). |  |

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| **SECTION F: COMPLETED NOMINATION** |
| Print Name:  If this is a group nomination, only the lead nominator need print their name. |
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| Date of Submission: |
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