



Harper Adams
University College
Shropshire

How to Nominate

9. Nominations should be made on the form available online at www.harper-adams.ac.uk/aspire/excellence.cfm

The deadline for submissions is **noon** on **Monday 4th July 2011**.

Submissions will be evaluated against the criteria listed in paragraph 4. The evaluation panel will comprise of the Principal, Vice Principal & Head of ED&QE.

Award holders will be invited to the Governors' luncheon in celebration of their achievements.

The Award

10. The prize award is tax free.



For further information on the

Aspire Excellence Award Scheme 2010/11

please contact:

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Aspire Excellence Award Scheme 2010/11

*Your Chance to
Recognise Others!*



Advancing Skills for Professionals in the Rural Economy



Recognising & rewarding excellence in others

1. The College wishes to recognise and reward staff who demonstrate excellence in their teaching, assessment, guidance or support for learners or who contribute to the wider student experience. This will be achieved, in part, through up to six awards to be made to individuals or teams, each of £500.
2. For the 2010/11 award scheme, students and staff members (ie 'peers') are invited to nominate members of staff at Harper Adams University College.
3. Students and peers are eligible to nominate staff members for **Excellent Practice** and the **Wider Student Experience** award. Nominations for **Developing and Sharing Excellence** awards are invited from peers only. It is acceptable for an individual to make more than one nomination.

Criteria

4. It is important that nominations are made against the criteria identified below, rather than against any other measure, such as popularity. Awards will be made primarily on the basis of nominations received by the deadline, against the published criteria. Nominations may be made by individuals who should outline how the nominee (individual or team) has supported themselves or others (students or colleagues) in the following ways:

Student & Staff Nominations for Excellent Practice (two awards)

The staff or student nominator should indicate how the nominee (individual or team) has demonstrated excellent practice in enhancing their own or others' learning, in any or all of the following:

- a) arousing curiosity to stimulate and inspire learning
- b) challenging students so that they exceed their own or others' expectations
- c) organising and presenting resources effectively and imaginatively
- d) recognising and supporting diversity of student learning needs.

This can best be demonstrated by summarising the impact of the nominee's work on the nominator or others.

Student & Staff Nominations for supporting the Wider Student Experience (two awards)

The staff or student nominator should indicate how the nominee (individual or team) has supported the wider student experience, across any or all college activities, in any or all of the following:

- a) providing an exceptional service to colleagues or to students
- b) going beyond the reasonable call of duty
- c) making a difference to the student experience through the service they provide

Staff Nominations for Developing & Sharing Excellence (two awards)

The staff nominator should indicate how the nominee (individual or team) has developed and shared excellence with themselves or others, in any or all of the following:

- a) contributing to the development of colleagues to promote student learning, through mentoring or sharing approaches
- b) contributing to college or national initiatives to facilitate student learning
- c) drawing on relevant research, scholarship or professional practice.

Aspire: as-pīr', v., to aim at or strive for higher things

This can be best demonstrated by summarising the impact of the nominee's work on the nominator or others.

5. Nominations should indicate the way(s) in which the nominee has worked to the benefit of others, including reference to any of the following:
 - ◆ support for work-based learning and learners including those on short courses
 - ◆ placement learning and support
 - ◆ support of study skills, improved numeracy levels and overcoming disability
 - ◆ learning using technology, in or out of the classroom
 - ◆ the support of students' transferable skills such as communication, IT, numeracy, team working, problem solving, and personal development planning
 - ◆ any other forms of guidance and support of importance to the nominator.

Conditions of Nomination & Award

6. Fellowship awards will only be made if evidence of excellence and 'going the extra mile' is established. The evaluation panel reserves the right to verify excellence claims by reference to other available evidence sources.
7. To guard against potential claims of a nominator currying favour with a nominee, the nominator must not advise the nominee that they are submitting the nomination.
8. The evaluation panel will, in due course, advise all nominees of any nominations. The nominee may, however, reserve the right for the source of their nomination to remain confidential and should indicate on the nomination form if this is the case.