



Distinguished Instructor Award

The aim of the Distinguished Instructor Award is to recognize teachers who exhibit commitment to teaching, learners and learning through a variety of measures. This province-wide award attracts both recognition and a financial award of \$1500 for the faculty member or team and \$500 for the faculty member's faculty association.

Eligibility

The Award is open to all **ACIFA members** who instruct at least one course.

The instructor may be someone who instructs learners in any learning platform.

A learner is considered any individual who is enrolled in a credit or non-credit course at an ACIFA institution.

The nomination may be for an individual or a group/team. Nominations for the Award are made by colleagues **with the consent of the nominee(s)**

An instructor who wins the award is not eligible for the award for 5 years following the winning of the award. An instructor who has been nominated, but has not won the award, is immediately eligible for the award for the following year.

The Nomination Process

Upon determining that a faculty member is a qualified candidate for this award, nominator(s) will prepare a two to three page document expressing the nominee's skills and qualities that make them a distinguished instructor. Each participating ACIFA member association will conduct a nomination and selection process at the local level, in accordance with the guidelines in this document, to select up to two nominees to be submitted to the ACIFA Awards Committee.

The ACIFA Awards Committee, established by the Professional Affairs Committee of ACIFA, will select the winner of the award from nominees put forward by each of the participating local faculty associations.

Selection Criteria

An instructor may qualify for the Distinguished Instructor Award if they demonstrate commitment to learners and learning through a variety of measures including:

- Responds to the individual needs of learners in and out of the classroom by respecting the diverse talents and ways of learning.
- Promotes a quality, respectful and positive learning environment by encouraging cooperation among students, and by giving prompt feedback
- Demonstrates effective and inclusive instruction and learning strategies, including communicating high expectations and encouraging active learning.
- Demonstrates a thorough knowledge of subject matter and strives to keep current in their field of expertise.
- Explores professional development opportunities with interest and enthusiasm.
- Models professional attitudes and values.

Other Qualities.

A nominee may possess other qualities that the judging panel may consider in determining the winner include:

- Cooperative spirit
- Professional
- Reliable
- Open to new challenges



Supporting Documentation.

Nominations may be supported with a collection of resources to showcase the skills and attributes of the nominee:

- Letter of support from colleague(s) (maximum of two letters)
- Name, position, and place of work of nominee
- A description of the nominee's instructional qualities (as described in the selection criteria)
- A description of other qualities (as described above)
- Student testimonial(s) (maximum of three letters) (Students do need not be currently enrolled in the nominee's course(s))

Format for Applications: The [nomination form](#) allows for 5 attachments:

1. Up to two supporting letters describing the nominee's instructional qualities and other qualities (as described in the selection criteria and other qualities)
2-3 page limit plus appendices
2. Up to three student testimonials supporting the nominee's instructional qualities and other qualities (as described in the selection criteria) up to 2 pages.

Provincial Judging Panel

Four members, selected on an annual basis from and by the Professional Affairs Committee of ACIFA, will select the final award winner from the list of nominees. (the PAC Chair is permitted to vote in the event of a tie)

Mutual Obligations

The ACIFA Awards Committee will undertake to award the winner of the Distinguished Instructor Award with:

- An announcement in the ACIFA newsletter
- \$1500 for the winner and another \$500 to the winner's faculty association
- **A formal presentation to the winner at the ACIFA Annual Conference**
- An announcement on the ACIFA website.

The Award winner will be expected to:

- Attend the ACIFA Annual Conference to accept the Award. ACIFA will cover the conference registration, accommodations, and travel expenses for the winner.
- Submit for publication in the ACIFA newsletter a description of the commitment they have made to learners and learning.

Application Dates

January 4, 2019 - Applications must be submitted using the [nomination form](#) by midnight.

January 7, 2019 the nominations will be forwarded to the nominees' faculty associations.

January 14, 2019 Faculty associations to notify the PAC Committee Chair of their selections (2 max)

January 15, 2019 The PAC Award Sub-Committees will receive the selected award nominations

January 30, 2019 The ACIFA Awards Committee will notify the award winner

The 2019 award is sponsored and administered by:

The Alberta Colleges and Institutes Faculties Association AND Johnson Insurance

The Alberta Post-Secondary Education Trust Fund