

Excellence in Teaching Awards Policy

1. The Excellence in Teaching Award may **only** be granted to members of Adjunct Faculty (Tutors) of the Open University of Cyprus, as an incentive to attract, enhance their performance and retain them.
2. Up to one award is granted per Faculty, per academic semester, i.e. a total of up to six awards per academic year.
3. The process for nominating Tutors as candidates for the Award is carried out separately for the fall and spring semesters (end of February and end of May, respectively, in each year).
4. Any Tutor who taught at least one Thematic Unit during the past academic semester may apply for the Award.
5. Tutors wishing to apply for the Award must submit a free text application of at most 1,500 words, in which her/his didactic/pedagogic philosophy/approach are presented/analyzed. The text must be structured to follow the evaluation criteria listed in item 14 of this Policy. Further, the candidate must submit evidence that in his/her opinion support and document the claims made in her/his application.
6. After the submission deadline, each Academic Coordinator submits to his/her Faculty a well-documented proposal which includes up to two (2) nominated Tutors of his/her Programme of Study (excluding him/herself), by filling in the "Nomination form for the Excellence in Teaching Award".
7. Each Dean submits to the School's Faculty Council a well-documented proposal, which includes up to two (2) nominated Academic Coordinators, who are also Tutors of the Open University of Cyprus, by filling in the "Nomination form for the Excellence in Teaching Award".
8. Each Faculty Council examines the nominations for both academic semesters in their 1st Meeting scheduled in September of each year, and submits up to three (3) nominations per semester to the Award Evaluation Committee.
9. The Award Evaluation Committee is chaired by the Vice-rector and comprises the Deans of the Faculties as members.
10. The Award Evaluation Committee assesses the Faculty nominations and selects up to one (1) Tutor per Faculty per semester for the award.
11. The names of the winners of the award are announced on the University's website and the awards are presented at the graduation ceremony in November.
12. The award is accompanied by a work of art and by in-kind financial support (e.g. coverage of publication fees of a paper by the awardee in which the author's affiliation is with the Open University of Cyprus, coverage of conference registration fees, etc.).
13. If the winner of an award resides abroad, all travel and subsistence expenses related to his/her presence at the graduation ceremony in which the award will be presented will be covered by the Open University of Cyprus.

14. The evaluation criteria for the award are as follows:

1. Research - Teaching Synergies
The candidate links teaching with his/her own research and / or the subject area of research.
Students participate in research activities and projects during the course.
2. The candidate's teaching has a wider impact outside OUC
The candidate has received invitations for teaching or lecture delivery in other universities or teaching institutes.
The candidate links course activities with social or environmental action.
The candidate collaborates with social groups or communities
3. Outstanding guidance and support towards students
The candidate uses effective communication techniques with different groups of students
The candidate responds to students' needs
The candidate is committed to teaching and available to students
4. The candidate's teaching promotes effective learning, it is of consistent quality, and original
The candidate leverages the results of previous students' assessment questionnaires to revise his/her teaching approaches and/or activities
The candidate uses various teaching methods to actively engage students in learning activities
The candidate correlates the content of the course with the students' interests and experiences
5. The candidate uses appropriate teaching and learning resources and tools
The candidate employs innovative learning forms and tools
The candidate applies innovative approaches for the assessment of students
The candidate encourages the active participation of students in the course activities and the use of appropriate learning materials
6. The candidate re-evaluates and updates the course material
The candidate revises and updates the course syllabus
The syllabus reflects the latest achievements/developments in the relevant scientific field
Recent developments -political, economic, institutional- taking place in Cyprus, the European Union and worldwide, are considered in the course syllabus