

## MERIT AWARD FOR TEACHING

**NOMINATION/APPLICATION PROCEDURES:** This nomination/application form must be completed in full. Please do not exceed the page limits (where indicated). Incomplete applications will not be considered.

Once prepared, Applicants/Nominees must submit their full application via the '[Merit Award Nomination Form](#)'. Note: Materials must be compiled into one single PDF with a maximum size of 100mb. No paper or email submissions will be accepted.

Note: All matters pertaining to Merit Awards are governed by the provision of Article 25 of the Collective Agreement between the University of Manitoba (UM) and the University of Manitoba Faculty Association (UMFA).

### QUESTIONS

1. Explain why your teaching undertaken in the current year is meritorious for an audience that may not be a specialist in your discipline. Applicants/Nominators should describe the extent, success, and impact his/her/their teaching has had on students including, if applicable, non-academic forms of engagement. Applicants/Nominators should also describe evaluation methods (e.g., writing assessments) and the nature of classroom delivery (e.g., teaching techniques and/or other activities related to teaching). Identify awards/citations received for teaching in the year under consideration, including the criteria used in making the award.

**MAXIMUM one page, or roughly 500 words.**

2. List all teaching activities during the calendar year under consideration. Please include:
  - a. All courses taught for the University of Manitoba, indicating credit hours, distinguishing between degree and non-degree, on-load or over-load, and if extra renumeration was received
  - b. All undergraduate and graduate students (indicating Master's or PhD) directly supervised and whether they graduated during this period, as well as postdoctoral fellows directly supervised.
  - c. All undergraduate and graduate students (indicating Master's or PhD) as well as postdoctoral fellows that you have served as a committee member or provided indirect supervision (briefly explain the nature of this indirect supervision).
3. Please identify which supporting materials are being uploaded in the single document application form in support of this nomination/application. Examples include: reference letters from Department Head, Dean, Director, team teacher, or other qualified peers; reference letters received from students in the classes or supervisions cited above (anonymous submissions must not be included); student evaluations (e.g., student ratings of instruction or other evidence as appropriate); and syllabi, assignments, rubrics (or other evidence of course content).