

Curtin Academy Fellowship Round Guidelines for Nomination — 2024

Fellowship

To be awarded a Curtin Academy Fellowship is to be recognised as one of Curtin's exceptional learning and teaching leaders. The Fellowship provides a 'place to belong', working with like-minded colleagues in building a culture of teaching excellence. It is being part of a network of exceptional teachers which both share teaching expertise and pedagogical excellence with colleagues and provide opportunities to further enhance your leadership in learning and teaching.

Note: Associate Fellowship is awarded / recommended if the selection panel believes that a candidate has not meet one of the four areas of their application (three criteria and proposed contribution to the Academy) to their satisfaction.

Eligibility

To be eligible to apply for a Curtin Academy Fellowship nominees will:

- have been employed by Curtin as an academic or held an academic position as a Curtin Associate for at least two years in one of our global campuses or key partners;
- have the ability to work cooperatively with staff at all levels; and
- be willing to actively engage with the governance and activities of the Curtin Academy.

There are four pathways through which nominations can be initiated:

- By Invitation from the Curtin Academy Executive;
- Nomination by Faculties and Schools;
- Self-nomination; and
- Open nomination.

Nomination Process

Academic staff who wish to nominate for a Curtin Academy Fellowship must provide a:

1. Signed nomination form, including Head of School (or equivalent) support;
2. Nomination statement (maximum of 4 A4 pages and provided at the bottom of the nomination form) addressing:
 - a. Criteria **1 and 2**; and
 - b. **ONE** other criterion from 3, 4, 5 or 6; and
 - c. An overview of your proposed contribution to the Curtin Academy; and
3. A curriculum vitae (CV)/Resume (maximum 3 A4 pages).

NB: Applicants should discuss their commitment with their Head of School (or equivalent) as it is anticipated that participation in the Academy will amount to one to two hours per month. Shortlisted nominees may be invited to participate in a 30-minute interview.

Selection Process

1. Nominations will be assessed by a selection panel, chaired by the incumbent Curtin Academy Chair (or nominee from the Executive), and including an invited member of the Curtin Academy Advisory Board. The assessments will be made according to the selection criteria outlined on the nomination form, the synopsis of proposed contribution to Curtin Academy, and the nominee's CV.
2. Shortlisted nominees may be invited to participate in a 30 minute interview if required.
3. Nominees will be notified in writing of the outcome of their application, including feedback.

Selection Criteria

All nominees must address **Criteria 1 and 2**, and **one** other criterion from 3 to 6. The Selection Criteria are provided below with some guidance and examples (but not limited to) to assist with your nomination.

1. Proven track record of leadership in learning and teaching. (ESSENTIAL criterion)

A proven track record must be in the leadership of learning and teaching in higher education. There should be evidence that the nominee has a minimum of two years in the leadership of an aspect of teaching and learning at Curtin University. Evidence provided should demonstrate this leadership beyond the School level i.e., Faculty-wide or broader. The nominee does not necessarily need to be in a learning and teaching position but should be able to demonstrate how, where and to whom the leadership was provided.

Evidence could include: sustained roles such as Unit Coordinator, Course Coordinator, Discipline Lead, or Director Learning and Teaching exploring and embedding learning and teaching practices; being an investigator on a national grant; receipt of a learning and teaching award; been a project leader of substantial grant; or an advisory role with an external learning and teaching body.

2. Proven track record of evidence-based research and/or scholarship in higher education. (ESSENTIAL criterion)

A proven track record should indicate sustained scholarship or research over time and could be scholarship or research progressing from one stage to the next, enhancing learning, teaching, or the student experience. Submissions should be about the scholarship of learning and teaching and/or learning and teaching research in higher education.

Evidence could include: published findings from projects appropriate to the nominee's level and role, for example ATN and internal Curtin grants. Publications in higher education journals; book or book chapters; or conference papers.

3. Proven track record of using innovative approaches to enhance student learning.

Innovative approaches are those which support Curtin University's learning and student experience strategic priorities. Applicants need to clearly identify what the innovative approach was and provide evidence of the impact of that approach on student learning i.e., how it enhanced student learning, and that the approach was sustained over time. It is about the creation, sharing and dissemination of an innovative approach at the Faculty, University and national level - what influence you had beyond teaching your own students.

Evidence could include: projects leading to a teaching award; practices enhanced from peer review of educational practice (PREP) implemented and shared across the University; student satisfaction with the innovative practice; or grants that have enabled the development of an innovative teaching practice.

4. Significant contribution to professional development of colleagues.

A significant and sustained contribution to professional development would require evidence of professional learning initiatives developed and shared beyond the School/area and Faculty.

Ideally the program/initiative would be shared University-wide and beyond (nationally or internationally).

Evidence could include: mentorship, scholarly work; substantial grants where the dissemination of the initiative is shared across universities; websites developed sharing professional development resources; publications sharing the contribution; keynote or invited speaker; or learning and teaching workshops.

5. Development of nationally- or internationally-recognised program or learning and teaching model.

A program or model would be an initiative or practice that has been identified as a need, solutions researched, a model developed and the new practice or initiative implemented. This could be an initiative developed for either staff or students. Evidence that this has gained national and international recognition along with evidence of the impact of program would be required.

Evidence could include: an AAUT teaching award or citation; ATN grant; an Advance HE Senior Fellowship; a national or international learning and teaching project; an external review of grant applications or HE programs; adoption by an international university; benchmarking evidence; involvement and the provision of curriculum advice for a WACE subject; a role on an industry standards or accreditation body providing advice on learning and teaching; an assessor for another higher education institution; or a mentor or assessor for a higher education body (e.g. HERDSA, HEA, IELTS).

6. Demonstrated relevant engagement with external stakeholders.

Relevant engagement would demonstrate engagement in learning and teaching with external stakeholders. External stakeholders are those beyond the University such as industry and accrediting bodies, national boards relating to the quality of higher education learning and teaching. Demonstrated engagement should include what the initiative is, what the nominees engagement is, and evidence of enhancing learning and teaching.

Evidence could include: engagement with AACSB accreditation body; TEQSA working groups or committees; employer groups; or work integrated learning initiatives with industry and/or industry bodies, or AusAID.

Overview of your proposed contribution to the Curtin Academy

In addition to addressing Criteria 1 and 2, plus one other of your choice, you need to provide a 250–300 word synopsis of your proposed contribution to Curtin Academy. This must be included separately within the nomination statement.

Please detail how you plan to translate your specialisation/skills achieving the Curtin Academy Strategic Plan, referring to one or more of the four strategic areas: Service & leadership; Community of Practice; Expertise & excellence; and Value & Impact.

Should your nomination be successful, the synopsis will be used in communications regarding your success.

Additional Information

Nominations close on **Friday, 2 August 2024 at 5PM (AWST)**. All documents / requirements must be received by this time to be considered. Any queries should be directed to Curtin Academy at curtinacademy@curtin.edu.au.

Please visit the [Curtin Academy website](#) for details of the Academy's composition and activities.