

LINGNAN UNIVERSITY

Faculty of Arts

Dean's Award for Teaching Excellence in Arts

Guidelines

A. Introduction

The **Dean's Award for Teaching Excellence in Arts** is established by the Faculty of Arts at Lingnan University to recognize and reward distinguished teachers within the Faculty who demonstrate outstanding performance, dedication, and innovation in arts education.

The Award scheme affirms the Faculty's commitment to:

- Developing and nurturing a culture of high-quality teaching and pedagogical excellence across Arts departments and units.
- Recognizing the critical role of quality teaching in enhancing student learning outcomes in the Humanities and Arts.
- Encouraging innovative, technology-enhanced, and creative teaching practices.
- Promoting teaching as a scholarly activity and establishing a direct pathway for Faculty of Arts nominees to the university-wide Teaching Excellence Awards Scheme (TEAS) administered by the Centre for Innovative Teaching and Learning (CITAL) and to the UGC Teaching Award.

B. The Awards

1. Award Categories

There are four categories under the scheme:

- Individual Arts Faculty Member (Undergraduate Teaching)
- Individual Arts Faculty Member (Postgraduate Teaching)
- Early Career Faculty Member (Undergraduate and/or Postgraduate Teaching)
- Outstanding Uses of Digital Technologies in Teaching and Learning

2. Number of Awards

Up to one Award winner will be recognized in each category per cycle. Finalists/Shortlisted candidates may also receive Certificates of Merit in recognition of their outstanding performance.

3. Recognition and Rewards

- Each award recipient will receive a cash reward of **HK\$15,000** and a trophy/gift funded by the Faculty of Arts.
- Award recipients and finalists will be officially recognized at a Faculty Award Presentation Ceremony.

- Award winners will be prioritized and recommended for nomination to the university-wide TEAS award scheme.

C. Eligibility

- **General Eligibility:** All full-time academic/teaching staff in the Faculty of Arts are eligible to apply or be nominated.
- **Early Career Category:** Open to full-time academic staff in the Faculty of Arts who have **no more than 4 years** of collegiate teaching experience as of the closing date for applications.
- **Category Limitation:** Nominees may be entered into **only one** of the four award categories per scheme cycle.
- **Previous Awardees:** Previous awardees are not eligible to apply for the same category in the immediate next cycle.

D. Selection Criteria

Candidates will be evaluated against three core criteria aligned with the TEAS and UGC Teaching Award evaluation frameworks, with additional requirements for the Digital Technologies category.

1) **Learner-Centred Pedagogy**

- Adoption of learner-centred approaches, enthusiasm, and superior teaching acumen in engaging, inspiring, and impacting students.
- Understanding student learning needs, fostering critical thinking, analytical skills, and values within Arts disciplines.
- Effective classroom delivery (face-to-face, hybrid, or online) and impactful experiential learning initiatives.

2) **Curriculum and Course Design**

- Command of the field demonstrated through up-to-date, research-informed curriculum and course materials.
- Alignment of learning outcomes with innovative teaching and assessment methods.
- Integration of humanities research into teaching, connecting theory and practice.

3) **Teaching Achievements, Leadership, and Scholarly Impact**

- Demonstrated contributions to effective teaching practices, educational innovation, or teaching leadership within the department, Faculty, or wider academic community.
- For Early Career candidates, emphasis will be placed on achievements and potential for pedagogical leadership.

4) **Additional Criteria for "Outstanding Uses of Digital Technologies" Category**

- Creative and effective integration of digital tools or AI in curriculum, pedagogy, or assessment design.
- Measurable enhancement of student engagement, critical thinking, digital literacy, or subject competencies.
- Promotion of ethical digital practices (e.g., responsible GAI use, academic integrity).
- Scalability, transferability, and reflective practice regarding technology integration.

E. Nomination and Application Protocol

Nominations and applications can be initiated through any of the following channels:

- **Self-Nomination:** Academic staff members in Faculty of Arts may nominate themselves.
- **Staff Nomination:** Nominations by any full-time academic staff member in Faculty of Arts
- **Student Nomination:** Nominations by at least 3 current Arts students of any combination of undergraduates and postgraduates.
- **Mandatory Requirement: Departmental Endorsement:**
 - Every nomination/application must be endorsed by the Head of the candidate's Department/Unit, or if the candidate is the Head of a Department/Unit, then the Dean's endorsement is required.
 - Any nomination made by students or staff must receive the explicit consent of the nominee before submission.

F. Governance, Selection Panel, and Review Mechanism

The Associate Dean (Teaching and Learning) serves as the Person-in-Charge of the scheme, oversees the nomination and selection process, and reports directly to the Dean of Arts, who grants the final approval for all award recipients.

The Faculty of Arts convenes a dedicated Selection Panel for each cycle, comprising:

- **Chairperson:** Associate Dean (Teaching and Learning), Faculty of Arts
- **Faculty Representatives:** 2 to 3 academic staff members from the Faculty of Arts
- **Student Representatives:** Up to 2 Arts major students

G. Award Cycle and Timeline

The scheme operates on a **biennial cycle (every two years)**, alternating with the university-wide TEAS cycle so that it runs in non-TEAS years.

Timeline	Activity
Mid-October	Official Call for Nominations
Late December	Deadline for Submission of Application Dossiers and Endorsements
January – February	Review and Evaluation by the Selection Panel
March	Announcement of Award Winners and Finalists
April	Faculty Award Presentation Ceremony & Recommendation of Winners to TEAS

H. Enquiry & Forms

Nomination and application forms can be obtained from the website of the Office of the Faculty of Arts. Completed dossiers and enquiries should be directed to the Office of the Faculty of Arts.