Policy Variation Instrument

EXCELLENCE AWARDS PROCEDURES - TEMPORARY VARIATION

Section 1 – Purpose and Context

1) This instrument is made under:

   a. Part F Clause (19) of the Delegations of Authority Policy that provides the Vice-Chancellor the power and delegated authority to exercise any functions related to the management, operations and administration of the University except: reserved functions; functions specifically delegated to the Board of Trustees, Academic Senate or a committee of the Board; and any function that exceeds any financial limited delegated by the Board of Trustees to the Vice-Chancellor.

      And

   b. Delegation Schedule HH – Corporate, Governance and Legal Delegations, delegation HH10 that provides authority to the Vice-Chancellor to approve rules and policies related to management and operations of the University, including Policy Framework Policy, Procedures and Guidelines.

Section 2 – Details of Variation

2) Policy affected:

   a. Excellence Awards Procedures

3) Details of variation:

   **Part B:** the inclusion of assessment criteria and award allocation associated with the temporary inclusion of the 'Vice-Chancellor’s Citations for Meritorious Service to the University – Exceptional Research Response to Crises and Recovery' and the 'Vice-Chancellor’s Citations for Meritorious Service to the University – Outstanding Contribution to Student Learning during the COVID-19 Pandemic' as temporary categories of the University’s Excellence Awards as outlined below:

**Vice-Chancellor’s Citations for Meritorious Service to the University – Exceptional Research Response to Crises and Recovery.**

This temporary award category is open to eligible research focused staff and may be awarded at both an individual and team level; with an award allocation for one individual and one team award winner and up to three highly commended applicants. The citations will acknowledge the research that has pivoted towards the issues presented by COVID19 pandemic and other recent crises; recognise staff members who have gone well beyond normal expectations to ensure research continuity; demonstrate how changes can be replicated in future research or practice for the crisis recovery phase.

As 2020 has been a very difficult year with many challenges, applications can focus on any or all of the recent natural hazards and global calamities (e.g. bushfires, floods and...
COVID-19) within their application.

Nominations should be aligned to one of the four key University research themes. The themes include:

- Education and Work
- Environment and Sustainability
- Health and Wellbeing
- Urban Living Futures and Society

Applicants should contact the relevant Research Theme Champion for endorsement.

Applications should meet some or all of the following criteria:

- Made an extraordinary contribution to innovative change to research practices/procedures to ensure the continuity of ongoing research.
- Made a significant contribution to the welfare of or development of operational activity in the support of HDR candidates and or HDR supervision.
- Initiated new research programs and partnerships that meet the challenges posed by recent crises and the preparation for recovery.

Each application will be required to have two referees – internal and/or external and provide a 500-word justification discussing the listed criteria.

Vice-Chancellor’s Citations for Meritorious Service to the University – Outstanding Contribution to Student Learning during the COVID-19 Pandemic

This award category is open to eligible ongoing and sessional teaching staff at both an individual and team level. The citations will acknowledge an individual (one award) and a team (one award) that have developed innovative teaching, curriculum or assessment approaches to support student learning during the COVID-19 pandemic.

For this category of award nominations should be aligned to at least ONE of the following criteria:

- Designed and delivered innovative teaching, curriculum or assessment approaches to support student learning in response to the COVID-19 pandemic.
- Provided leadership or engaged in the scholarship of teaching and learning to influence and enhance student learning and experience during the COVID-19 pandemic.

Nominees of this award must provide a 500-word application addressing the listed criteria. In addition, a concise citation (maximum 25 words) describing the nominee’s contribution to Student Learning during the COVID-19 pandemic needs to be provided.

Each application will be required to have two referees – internal and/or external and provide a 500-word justification discussing the listed criteria.

Commencement Date: 7 September 2020

End Date: 31 December 2020

Note: end date must be no longer than 6 months from the Commencement Date but this instrument may be extended or renewed for a further period of up to 6 months.
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<th>Name of Approval Authority</th>
<th>Professor Barney Glover AO</th>
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<td>Position of Approval Authority</td>
<td>Vice-Chancellor and President</td>
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