



THE UNIVERSITY OF
MELBOURNE

2023 University of Melbourne Excellence Awards

Nomination Guidelines

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The University of Melbourne Excellence Awards

Introduction

The University of Melbourne has a national and international reputation for excellence thanks to a community of highly committed staff. Each year the University celebrates the work of its staff through the University of Melbourne Excellence Awards. These awards recognise the outstanding achievements of academic and professional staff across the University.

In 2023 awards are made in four key areas: global, place and community, research, teaching, and professional excellence.

The **Melbourne Global, Place and Community Excellence Awards** recognise exemplar practice in the strategic pillars of Global, Place and Community as expressed in the University strategy 2030, Advancing Melbourne.

The **Melbourne Research Excellence Awards** recognise outstanding contributions towards the delivery of high-impact research and the building of a world-leading research community. The awards are designed to celebrate, amongst others, mid-career researchers, internal and external partnerships and collaborations, and graduate research supervision.

The **Melbourne Professional Excellence Awards** recognise the outstanding contributions made by the University's professional staff. The awards provide development opportunities for the recipients and benefits to the University through the advancement of its administrative and management practices.

The **Melbourne Teaching Excellence Awards** celebrate excellence in contributions to teaching and student learning. Each year staff from a variety of disciplines and roles in the University are acknowledged for their outstanding achievements across the various elements that constitute excellence in teaching in higher education.

Unless stated otherwise, one award is made in each category.

All 2023 University of Melbourne Excellence Awards are valued at \$5,000 each. All awards are also recognised with a trophy and celebrated at an awards ceremony held later in the year.

The award money will be paid to the recipient's school or department to support a project or activity related to the recipient's career development or work of benefit to the University and the recipient. Nominations for the Bronwyn Jane Adams Memorial Award should specify how the award money will be used as outlined in the awards description.

The award money must be spent in accordance with the [University's financial code of conduct policy](#) and approved by the recipient's finance department.

KEY UPDATES FROM 2021

- Applications in 2023 are by nomination. Self-nominations are no longer accepted.
- New Advancing Melbourne award category: The Melbourne Global, Place and Community Excellence Awards
- The Engagement and Strategic Priorities Awards are now covered in the Melbourne Global, Place and Community Excellence Awards and the Melbourne Research Excellence Awards.

KEY DATES IN 2023

- Monday 17 July - nominations open
- Monday 28 August - nominations close
- Mid-October - award winners announced
- Early December - Excellence Awards Ceremony

Nomination Process

ELIGIBILITY CRITERIA

In 2023 all University of Melbourne Excellence Awards applications are **by nomination only** with self-nominations no longer being accepted. Nominations of all academic and professional staff from across the University in continuing, contract or sessional roles are sought. Team nominations are also encouraged including interdisciplinary teams across multiple faculties/departments.

Some awards are specific to either academic or professional staff, if this is the case it is specified in the award descriptions in Section 3. Nominees should have been working at the University for at least two years.

The awards are not a recognition of lifetime achievement, and, where it makes sense, preference will be given to initiatives that were conducted or came to fruition in 2022.

Past winners of other University of Melbourne Awards for Excellence, Australian Awards for University Teaching and/or faculty-based awards are eligible to be nominated. Additional eligibility criteria specific for awards are outlined under the description for that award.

NOMINATION DOCUMENTS

Nominators prepare and submit a written nomination consisting of the following components, which must be submitted as a single PDF document:

- **Nomination form** to be completed and signed by the nominator, the Head of School/Department, and the Dean of Faculty/Head of Division. The form must include a brief (c.500-word) description of what the nominee(s) did that has made a significant difference; this should be supported by appropriate evidence, such as feedback from colleagues, students and partners, relevant statistics, stories and references.
- **Supporting material** (optional) up to five pages. This may include additional feedback, internal and/or external references, websites (URL link) and another supporting documents. The inclusion of supporting material is not mandatory, however it is desirable and will strengthen the nomination.

Awards Descriptions and Criteria

THE MELBOURNE GLOBAL, PLACE AND COMMUNITY EXCELLENCE AWARDS

The Melbourne Global, Place and Community Excellence Awards recognise exemplary practice in the strategic pillars of Global, Place and Community as expressed in the University strategy 2030, Advancing Melbourne. At the heart of Global, Place and Community is collaboration. Purposeful and meaningful engagement and collaboration with our students, staff, alumni, and partners to achieve shared outcomes that are for the benefit of our communities and society. All Melbourne Global, Place and Community Excellence Awards are open to academic and professional staff.

Award for Excellence in Indigenous Collaborations

This award recognises co-designed and delivered subjects, research linkages and initiatives with Indigenous organisations and partners that contribute to advancing Indigenous knowledge, partnerships and outcomes. (Eg. Indigenous Studies Centre - Introduction to Indigenous Cultures and Knowledges, Wilin Centre for Indigenous Arts and Cultural Development On Country Learning and Research Unit for Indigenous Arts and Cultures (RUIAC)).

Award for Excellence in Place-based Initiatives

This award recognises outstanding initiatives in Melbourne, regional and remote areas that demonstrate collaboration with diverse partners and achieve mutually beneficial outcomes.

Award for Excellence in Building and Strengthening Student Diversity

This award recognises outstanding initiatives that create pathways to diversify student cohort and/or engagement programs that benefit the student experience. Activities to be considered may include recruitment, selection and retention efforts, teaching, student support or community outreach activities.

Award for Excellence in Building Student Connection and Belonging

This award recognises staff who have demonstrated outstanding commitment to enhancing student connection and belonging, especially through co-curricular and extra-curricular activities and programs. A particular focus of this award is on outstanding contributions to the University's Academic Advising program.

Award for Excellence in Public Benefit

This award recognises exemplar programs, events and publications that contribute to public debate on the issues affecting society. This may include how nominees have responded to, and influenced, communities of interest beyond the academy, and creatively applied academic resources to create impact.

Patricia Grimshaw Award for Mentor Excellence

This award recognises excellence in the mentoring of University colleagues, whether professional, academic or both. Award recipients are acknowledged for their outstanding contributions as mentors, involving: a sustained record of effective mentoring, exceptional skills in the provision of support and the sharing of knowledge and respect for the development of colleagues as individuals.

NOMINATION CRITERIA FOR ALL MELBOURNE GLOBAL, PLACE AND COMMUNITY AWARDS

Nominators should provide evidence to support the nomination in the respective award category, using the forms of evidence that best makes their case. This may include but is not limited to the following:

- Demonstrated collaboration with University (students, academics, professional staff) and external partners
- Evidence both quantitative and qualitative to demonstrate the outcomes, learning and future impact of the collaborative initiatives, including, where appropriate, references from external partners
- Clear alignment with Advancing Melbourne and priorities, including the University's commitment to serve and contribute to the City of Melbourne, Northeast Arnhem Land and the Goulburn Valley
- Advancing Melbourne goals should be recognised, among them interdisciplinarity, collegiality, community impact, and regional and global reach
- Demonstrated community/partner involvement, reciprocity and co-design and creation

Awards Descriptions and Criteria

THE MELBOURNE RESEARCH EXCELLENCE AWARDS

The Melbourne Research Excellence Awards recognise outstanding contributions towards the delivery of high-impact research and the building of a world-leading research community. They are a celebration of the research that helps achieve the goals of Advancing Melbourne, including recognition of mid-career researchers, external partnerships, collaborations across disciplinary boundaries, and graduate research supervision.

These awards complement other forms of research recognition that arise through publications, external grants, early-career grants, fellowships, and academic societies. Except where indicated otherwise, the Melbourne Research Excellence awards are open to both teams and individuals.

Award for Excellence in Graduate Researcher Supervision

Nominees should have a sustained record of high-quality graduate researcher supervision at the University, relative to opportunity and disciplinary norms. For this award, which is open only to individuals, the awardee will have demonstrated supervision practices that develop their graduate researchers' skills both in research and more broadly, and which lead to them becoming rounded, independent, and successful in their chosen fields.

Award for Excellence in Interdisciplinary Research

Nominees will have been collaborators in interdisciplinary research of outstanding influence, that is, the establishment of new, or advancing of existing, collaborations and programs that draw on multiple disciplines typically involving multiple faculties or schools.

Award for Excellence in Mid-Career Research Achievements

Nominees will have accomplished an outstanding research achievement at mid-career evidenced by a single or small suite of connected publications reporting work predominantly undertaken at Melbourne. This award is for individuals who are five to ten years post-PhD.

Award for Excellence in Research Programs with External Organisations

Nominees will have been instrumental in creating or developing research programs and initiatives with outstanding influence involving other institutions, industries, or external organisations such as governments or community groups. This category excludes activities that are supported by major external competitive funding from research councils.

Award for Excellence in Enabling Research

Nominees will have led transformative initiatives at institutional or local level that build research capability or provided support that was essential to the success of a research activity. This award recognises activity that is designed to enable research outcomes, rather than recognising the research itself. This award is open to both professional and academic staff.

Awards Descriptions and Criteria

NOMINATION CRITERIA FOR MELBOURNE RESEARCH EXCELLENCE AWARDS

(EXCEPT GRADUATE RESEARCHER SUPERVISION AWARD)

Nominators should provide evidence to support the nomination in the respective award category, using the forms of evidence that best makes their case. This may include but is not limited to the following:

- Research outcomes with demonstrated impact
- The membership of teams that contributed to the outcomes, including aspects such as inclusion of graduate researchers and early-career researchers and the presence of collaborators from diverse disciplines and organizations
- Evidence of testimony from beneficiaries of the research or activity
- Trajectories of research programs from conception to communication or deployment of outcomes
- Demonstrated alignment with Advancing Melbourne goals

NOMINATION CRITERIA FOR GRADUATE RESEARCHER SUPERVISION AWARD

The specific nature of the award means that it relies on distinct kinds of evidence. Below are characteristics to consider in making a nomination, but these are only indicative, and nominators should select the forms of evidence that best makes their case.

- Approaches to supervision that influence, motivate, and inspire candidates to excel
- Fostering of candidates' development of critical thinking skills, analytical skills, scholarly values, capacity as communicators, and planning, design, and execution of projects
- Shaping of outstanding research outcomes for candidates as recognised by awards for theses, publications in leading venues, and appointment to competitive postdoctoral positions
- Approaches to feedback that foster independence and leadership and are reflective of the diverse needs and styles of individuals
- Support for the development of candidates as individuals, including their career development, induction into their global academic community, and engagement with users of their research
- Contribution to the development and practice of high-quality supervision practices and graduate research environments within faculties or for the wider University

Evidence should be provided from diverse observers, such as committee chairs, independent colleagues, and graduates who have had significant postdoctoral experience, and can be supported by testimony from current and recent candidates.

Awards Descriptions and Criteria

THE MELBOURNE PROFESSIONAL EXCELLENCE AWARDS

The Melbourne Professional Excellence Awards recognise the outstanding contributions made by the University's professional staff. The awards provide development opportunities for the recipients and benefits to the University through the advancement of its administrative and management practices.

All Melbourne Professional Excellence Awards are open to professional staff only.

Award for Professional Excellence and Innovation

These awards recognise excellence and innovation in professional staff contributions towards fulfilling the goals, values, and mission of the University. They are awarded to individuals and teams who have, for example, given outstanding service to their work area, made a significant contribution to innovation, displayed outstanding teamwork and who have exhibited the values to which the University aspires. The University awards up to four Awards for Professional Excellence and Innovation to individuals and/or teams.

Gerry Barretto Award for Outstanding Student Services

Gerry Barretto was Manager of Examinations, Graduations and Academic Records at the University of Melbourne, and made a 30-year contribution to the University. The Gerry Barretto Award was established in recognition of this contribution. Gerry Barretto died in December 2007 at the age of 50 after a short illness. The Gerry Barretto Award was established in Gerry Barretto's honour and memory and is presented annually to professional staff members who demonstrate excellence in the provision of service to students.

The award recognises the outstanding contributions made by professional staff to the quality of students' University experience. Award recipients are acknowledged for records of excellence and innovation in areas that contribute to a high-quality student experience, delivering services that are sustained over time and are of outstanding quality. The University awards up to two Gerry Barretto Awards annually to individuals and/or teams.

Bronwyn Jane Adams Memorial Award

This award was established in memory of Bronwyn Adams, a former member of the University who passed away suddenly in 1999 at the age of 48. Ms Adams was widely acknowledged as an exemplar of best practice as a manager and was passionate about the development of staff at all levels of the organisation. This award recognises outstanding professional staff by providing financial assistance to enable them to pursue a worthwhile activity in relation to their work. The proposed activity must be linked to a specific project or outcome that benefits the University and can include leadership, project or program development activities. Nominations of professional staff at all levels are encouraged. The University awards up to two Bronwyn Jane Adams Memorial Awards annually to individuals and/or teams.

Awards Descriptions and Criteria

NOMINATION CRITERIA FOR MELBOURNE PROFESSIONAL EXCELLENCE AWARDS

(EXCEPT BRONWYN JANE ADAMS MEMORIAL AWARD)

Nominators should provide evidence to support the nomination in the respective award category, using the forms of evidence that best makes their case. This may include but is not limited to the following:

- Proven outstanding service to the University community, stakeholders and clients
- Exceptional leadership and or/vision that contribute to the University's strategic direction
- Excellence in process improvement and/or innovation
- Exceptional teamwork or team contributions
- Creating connections and contributions to engagement
- Exhibiting the values to which the University aspires
- Contributions to creating high-quality student experiences (Gerry Barretto Award)

NOMINATION CRITERIA FOR BRONWYN JANE ADAMS MEMORIAL AWARD

Nominators should address all three criteria listed below and explain how the award money would support the proposed development activity:

- Propose a development activity that is clear in its purpose and links to a specific project/outcome
- Propose a development activity that demonstrates potential for career development
- Propose a development activity that links to achieving outcomes for the Faculty/business area and the University

Awards Descriptions and Criteria

THE MELBOURNE TEACHING EXCELLENCE AWARDS

The Melbourne Teaching Excellence Awards celebrate excellence in contributions to teaching and student learning. Each year academic staff from a variety of disciplines and roles in the University are acknowledged for their outstanding achievements across the various elements that constitute excellence in teaching in higher education, including: approaches to learning and teaching that influence, motivate and inspire students to learn; development of curricula and resources that reflect a command of the field; approaches to assessment that bring about improvements in teaching and learning; respect and support for the development of students as individuals; scholarly activities that have influenced and enhanced learning and teaching.

Barbara Falk Award for Teaching Excellence

The Barbara Falk Award recognises overall teaching excellence in any of the following fields: Arts; Education; Law; and Fine Arts and Music.

David White Award for Teaching Excellence

The David White Award recognises overall teaching excellence in any of the following fields: Science; Health; Agriculture; and Veterinary Science.

Edward Brown Award for Teaching Excellence

The Edward Brown Award recognises overall teaching excellence in any of the following fields: Architecture; Design; Engineering; and Economics, Commerce and Business.

Award for Excellence and Innovation in Indigenous Higher Education

This award recognises excellence and innovation in the development of curricula and higher education programs where the subject matter relates to Indigenous Australians. For the purposes of this award, Indigenous higher education is a broad concept that embraces curricula and programs for Indigenous students; and curricula and programs for non-Indigenous students, where the subject matter relates to Indigenous Australians.

The activities described may include those within a faculty or course, and/or across the University, and/or reaching beyond the University in terms of community engagement. Examples could therefore include teaching Indigenous students, teaching Indigenous Studies, embedding projects about Indigenous development into other curricula, or preparing students to work with Indigenous communities.

The award is open to both Indigenous and non-Indigenous staff.

Norman Curry Award for Innovation and Excellence in Educational Programs

The Norman Curry Award recognises programs and initiatives in innovation and excellence in support of, and service to, teaching and learning including: distinctiveness, coherence and clarity of purpose; a positive influence on student learning and student engagement; breadth of impact; and concern for equity and diversity. The Award is open to individuals and teams providing projects or services relating to teaching and learning within any organisational unit of the University.

The nomination of programs involving professional staff members of the University is encouraged, as are programs involving collaboration with partner organisations.

Awards Descriptions and Criteria

Award for Excellence in Internationalisation of the Curriculum

This award recognises outstanding contributions to internationalising the curriculum, including either innovative use of international content or global expertise in subject content, or efforts to enhance engagement and interaction between different cohorts of students on campus. This may include the contribution made by individuals and/or teams of academic and/or professional staff to specific curricular or extracurricular programs or to the institutional relationships that enhance the University's distinctive global standing.

NOMINATION CRITERIA FOR ALL MELBOURNE TEACHING EXCELLENCE AWARDS

Nominators should provide evidence to support the nomination in the respective award category, using the forms of evidence that best makes their case. This may include but is not limited to the following:

- Approaches to learning and teaching that influence, motivate and inspire students to learn
- Development to curricula and resources that reflect a command of the field
- Approaches to assessment and feedback that foster independent learning
- Respect and support for the development of students as individuals
- Scholarly activities that have influenced and enhanced learning and teaching