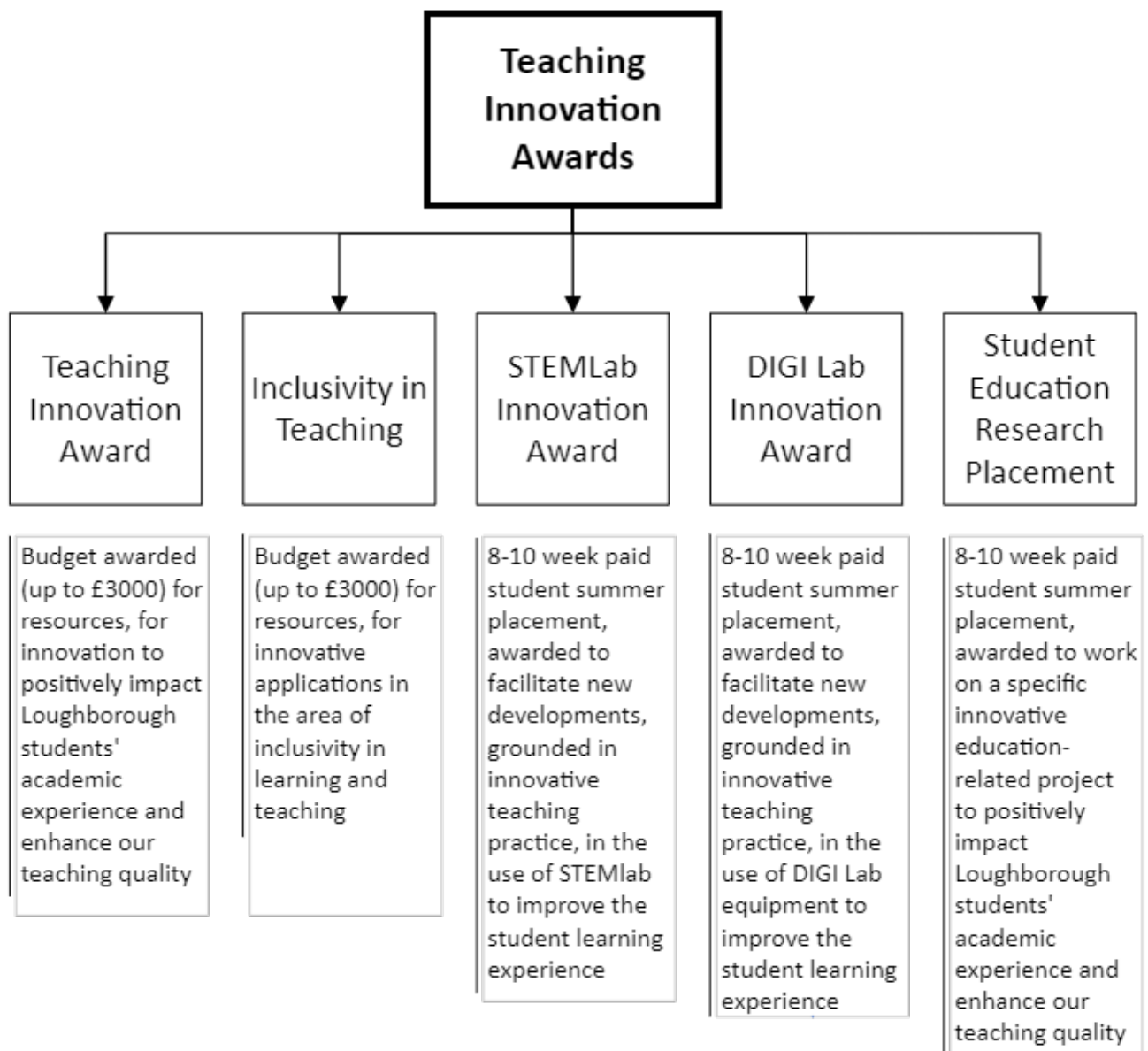


## Teaching Innovation Awards: Information and Guidance

These awards support innovation to positively impact Loughborough students' academic experience and enhance our teaching quality.

This year 2024-2025 we welcome applications **in all areas** however, the panel will be particularly interested in the following themes: memorable moments, inclusivity within the curriculum, assessment and feedback methods and innovation in the curriculum.

There are five categories of TIA awards, two with funding awarded for resources and three with funding for a summer placement student. Please see the diagram below for more information.



We encourage projects led by or involving students and LSU members. Student-led bids need to enrol a staff partner, as funds will be transferred to the department of the named academic/professional or support services' member of staff for accounting transparency.

Funds are available up to a maximum of £3,000 per project but the awarding panel can increase to £5,000 for exceptional cases. Successful projects in the past have requested funds for various purposes including:

- *Equipment:* where equipment or software is already available at Loughborough applicants would be expected to explore the use of this before requesting purchase funds. Any technology-based initiative developed through an award and adopted across the University, should then be capable of being sustained, maintained, and upgraded by the University.
- *Project events or dissemination:* presenting at external academic conferences, running internal workshops or seminars for colleagues sometimes with invited speakers, and/or production of teaching resources.

Student-led TIAs can contribute towards Personal Best development, and CVs.  
Staff-led TIAs can contribute to PDRs and online teaching profiles.

The DIGI Lab workstreams are XRL,3D, Robotics and AI. To find out more about the DIGI equipment that will be available to form the focus of a summer 2024 DIGI Lab Teaching Innovation Award, please talk to Ruqayya Dagia ([R.Dagia@lboro.ac.uk](mailto:R.Dagia@lboro.ac.uk))

#### Key Dates:

Applications open 8<sup>th</sup> January

Applications close 4<sup>th</sup> March

Panel meets mid- March

Award winners informed by March 31<sup>st</sup> and celebrated at the 2024 Learning and Teaching Conference or similar event.

Award winners will disseminate their project impacts either at the 2025 Learning and Teaching Conference or at a University-wide learning and teaching event throughout the academic year.

#### *Criteria for Teaching Innovation Awards*

All applications will be judged against the following assessment criteria:

- How the project will improve the student learning experience at Loughborough
- The innovative aspect of the proposal (interpreted as creative or imaginative to current practice locally, nationally or in the discipline)
- Whether the project's evaluation strategy is well planned and appropriate
- Quality of the project plan and costings
- STEMLab applications must be practice-based projects supporting and developing teaching in STEMLab, which will directly improve students' academic experience.
- DIGI Lab applications must be practice-based projects supporting and developing teaching using DIGI Lab equipment, which will directly improve students' academic experience.

*Additional Advice which may prove useful for your submission*

- All submissions will be required to include a breakdown of funds required for the current financial year (up to 31<sup>st</sup> July) and from 1 August onwards.
- Student Education Research Placements, DIGI Lab and STEMLab TIAs will have a small consumables budget available and internships can begin in July.
- Projects should provide tangible outputs supporting the [University's Strategy](#), the [Education and Student Experience core plan](#) and/or the Digital Strategy.

*At the end of each project applicants will provide all of the following:*

- A brief written summary (350 words) **or** short video (1-2 mins) about the project and its outputs.
  - Key outcomes
  - Dissemination activity that has happened or will happen
  - Potential for further development
- A best practice guide (500 words)
  - Impact of the project on students and staff
  - Lessons learnt
  - Any recommendations
- A copy of or link to any resources that have been made as a result of the award, i.e. slides, guides, tools that could be shared with others.
- A presentation
  - Award recipients may be approached to present at Learning and Teaching events in the future.

**Failure to provide outputs of the project may result in ineligibility to be awarded future Teaching Awards.**

*How to apply*

1. Complete a short Microsoft form (Part A) with the project team detail, award categories and funding being sort.
2. Complete an accompanying project bid form (Part B Application template) detailing the aims, deliverables, timeline and impact of the project, taking into consideration the criteria mentioned above.
3. Before submitting, every application needs a signed statement of support from a Dean (or their nominee i.e. Associate Dean Education & Student Experience) or Head of Professional Service.

Access Part A and B of the application process through the [Teaching Innovation Award pages](#).

**Completed forms should be submitted online [here](#) by 5pm 4th March 2024.**

It is recommended that applicant's consultant relevant contacts prior to applying. Depending on the project proposed these may include:

- Samantha Chester, Lead Academic Projects Development Adviser, ([S.Chester@lboro.ac.uk](mailto:S.Chester@lboro.ac.uk), Ext. 228117)
- Dr Sarah Bamforth, Academic Projects Development Adviser ([s.e.bamforth@lboro.ac.uk](mailto:s.e.bamforth@lboro.ac.uk) Ext. 227185) or
- [EAP primary contacts](#) in your School including Technology Enhanced Learning Officers.

*Who determines the awards?*

Decisions concerning Teaching Innovation Awards applications are taken by a Panel including Associate Deans (Education and Student Experience), the Loughborough Students' Union Academic Experience Executive Officer/ President, experts from IT and EAP. The panel is chaired by Professor Rachel Thomson the Pro Vice-Chancellor (Education and Student Experience).

Awards are managed and administered by the Enhanced Academic Practice Team.