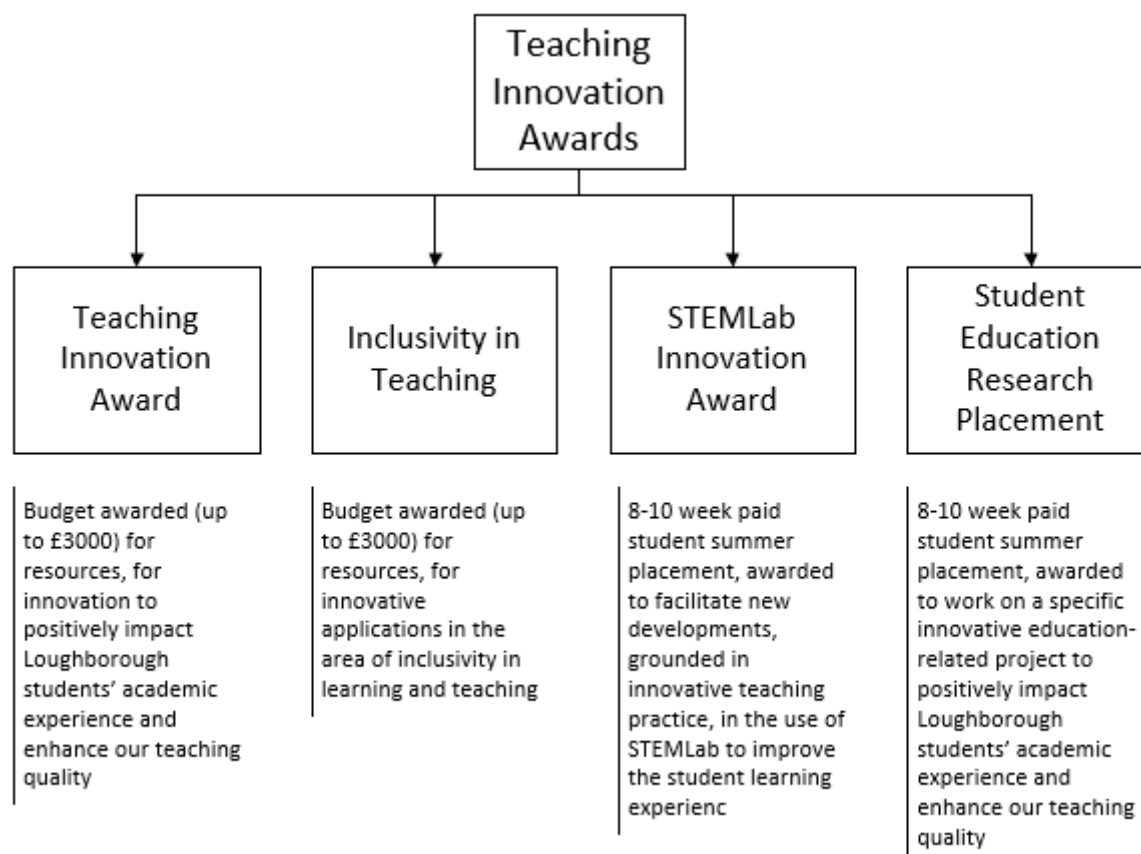


Teaching Innovation Awards: Information and Guidance

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

This year (2019-20) we are interested in seeing applications that aim to innovate in our content and delivery, particularly modernising teaching materials and methods, developing ways to encourage all students to engage in the classroom.

There are four categories of TIA awards, two with funding awarded for resources and two 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.

To support more people to realise their ideas to innovate teaching and learning, funding for standard and inclusivity TIAs is now available for:

- short* projects (1-2 months)
- medium* (3-6 months)
- long term* (up to 12 months).

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.

Key Dates:

Applications open 20th November 2019

Applications close 31st January 2020

Panel meets mid-February 2020

Award winners informed by 28th February and celebrated at the at the 2020 Learning and Teaching Conference

Award winners will disseminate their project impacts either at the 2021 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
- Please see the STEMLab webpage [here](#) for specific guidance on the subcategory STEMLab TIA.

Additional Advice which may prove useful for your submission

- All submissions requiring funding beyond 31st July of the year of application will be required to include a breakdown of funds required for the current financial year (up to 31st July) and from 1 August onwards.
- Student Education Research Placements and STEMLab TIAs will have a small consumables budget available.
- Projects should provide tangible output supporting the University's strategic aims, <http://www.lboro.ac.uk/strategy/>, the Framework for Good Practice in Learning and Teaching, and/or the Digital Strategy. The latter two documents can be found on the front page of the Staff Hub on Learn <http://learn.lboro.ac.uk/course/view.php?id=11512>

At the end of each project applicants will provide:

- 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

Applicants need to complete a short form, detailing their project and the funding being sought. Every application needs a signed statement of support from a Dean or Head of Section.

Application forms are available on the Centre for Academic Practice website
<http://www.lboro.ac.uk/services/cap/procedures-schemes/teaching-awards/teaching-innovation-awards/>

Completed forms should emailed to CAP@lboro.ac.uk

Applicants may wish to consult relevant contacts prior to submitting an application. Depending on the project proposed these may include:

- Samantha Chester, Academic Practice Development Advisor, (S.Chester@lboro.ac.uk, Ext. 228117)
- Dr Sarah Bamforth, Learning and Teaching Co-ordinator, CAP (s.e.bamforth@lboro.ac.uk Ext. 227185) or
- CAP primary contact in your School
- The School-linked Technology Enhanced Learning Officers– see here <https://www.lboro.ac.uk/services/cap/tel/tel-team/>

Who determines the awards?

Decisions concerning Teaching Innovation Awards applications are taken by a Panel including academics, the Loughborough Students' Union Education Executive Officer, experts from IT and CAP. The panel is chaired by Professor Rachel Thomson the Pro Vice-Chancellor (Teaching).

Awards are managed and administered by the Centre for Academic Practice (CAP).