# Application

Award for Excellence in Supervision

## Individual or team

- [ ] Individual Application
- [ ] Team Application

## Applicant details (For an individual applicant, or a team representative)

<table>
<thead>
<tr>
<th>Title</th>
<th>First name</th>
<th>Last name</th>
<th>School/Department</th>
<th>Campus address</th>
<th>Email</th>
<th>Phone</th>
<th>Staff type</th>
<th>Gender</th>
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<td></td>
<td>Academic Staff</td>
<td>Female</td>
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<td>Professional Staff</td>
<td>Male</td>
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**Early Career: No more than seven calendar years’ experience teaching in a higher Education setting. Includes all tutoring, part-time teaching, and teaching in other higher education institutions**

## Team applications (five or fewer members)

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<tr>
<th>Title</th>
<th>Name</th>
<th>School/department</th>
<th>Email</th>
<th>Staff type*</th>
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*Staff type: A = Academic P = Professional

## Team applications (five or fewer members)

<table>
<thead>
<tr>
<th>Team name</th>
<th>Female</th>
<th>Male</th>
<th>Total</th>
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<tbody>
<tr>
<td>Academic staff</td>
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<tr>
<td>Professional staff</td>
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# ANU College of Asia and the Pacific
## Excellence in Supervision Award
### 2015 Application

**Referees** (Preferably Head of the applicant’s College, School, Centre)

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<td>Name:</td>
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<td>Contact number:</td>
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<td>Email:</td>
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**Applicant’s Signature**

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<th>Name/s</th>
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<tr>
<td>Signature /s</td>
<td>Date</td>
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**Checklist for application**

- [ ] 1. Application cover page
- [ ] 2. Written statement, including a synopsis, and discussion addressing each of the five selection criteria (8 pages maximum)
- [ ] 3. Supporting teaching materials
- [ ] 4. Evaluations (pages as necessary)
ANU College of Asia and the Pacific

Teaching Awards

Award for Excellence in Supervision

Eligibility

All academic staff in the ANU College of Asia and the Pacific, full time or fractional, continuing or contract can apply. The applicant must be a member of academic staff of CAP during the period of the Award Committee’s deliberations and decision.

Both individual and team applications are encouraged and teams may be of any size.

Previous award recipients will have their applications considered only if it substantially builds on and/or differs from the basis of their previous award. Otherwise previous award winners are only eligible for reapplication after six years.

Selection Criteria

The core element of an application is a written statement in which applicants describe their supervisory activities and achievements, and specifically addresses each of the five selection criteria.

These selection criteria refer to supervision of Honours projects, research projects in coursework Masters and HDR supervision:

1. Evidence of successful supervision.

This may include: evidence of outcomes of research supervision such as numbers of supervisions (of each kind), completion rates, timely completions, meeting of milestones, progression to academic or research careers for completed students, other employment outcomes for completed students; external measures of successful research outcomes from the supervised research (e.g. publications, quality of journal, published books, conference presentations/invitations).

While there is a "data gathering" element to this criterion in terms of listing notable evidence of supervision outcomes, reflection on these outcomes is also useful. Particularly useful are specific examples of students who have progressed particularly well after completion, or with whom fruitful research collaborations have continued, along with objective measures of success for those research collaborations (e.g. journal quality, citations, invitations to major conferences, etc.).

2. Fostering of a climate of intellectual rigour to promote research work of sound standing and promoting the development of a skilled, knowledgeable and ethical researcher.

This may include: development of a research program that attracts and maintains high quality candidates; encouraging students to attend, and be involved in, departmental seminars; encouraging and assisting candidates
with publication during their period of study, referring to specific evidence that this engagement has been effective; facilitation of student networking with other national and international researcher colleagues, appropriately evidenced by student engagement at conferences and other networking opportunities; development of independent, ethical researchers; ensuring that students access appropriate research education opportunities ranging from workshops on the concept of research through to using data sources.

While many of these features might be expected of all research supervisions, the focus in the submission should be on evidence-based appraisal of this area that is consistent with outstanding performance.

3. **Guidance in planning and undertaking the research process including setting and maintaining clear mutual expectations between student and supervisor, provision of regular feedback on progress, and meeting milestones.**

This may include: provision of resources, necessary coursework if required, and research plan design; developing students’ theoretical, analytical and methodological skills appropriate to the discipline; assisting candidates in the development of research, writing and communication skills, particularly through providing appropriate resources/access to relevant training opportunities; monitoring student progress e.g. through regular meetings, annual reviews and plans, with particular focus to the meeting of “milestone” events during a student’s candidature; constructive and timely comment on written work e.g. chapter drafts, early literature work, papers; journal manuscripts and structure of the dissertation including specific advice where required; constructive and timely feedback on candidate presentations e.g. proposal seminar, conference papers; oral feedback during regular meetings; selection of appropriate examiners and support for students during and following the examination process.

Also included in this criterion is a focus on respect for research students as individuals, evidence for which may include:

- clear setting and clarification of mutual expectations within the supervisor-student relationship;
- engagement with supervision panels to provide broad-based advice to students;
- flexible approaches to supervision that reflect sensitivity to the diverse needs of students, including those from equity groups;
- effective mentoring of students on career development and enhancement.

Particularly useful are testimonials from past students related to the broad engagement of supervision that reflects the diverse needs of students.

4. **Developing a climate of intellectual engagement with a broad scholarly community.**

This may include: evidence of modelling a scholarly approach to research in a global context which recognises the complexity and challenges of this context; encouragement and support for students to access a range of research scholars and projects nationally and internationally, providing opportunities for students to work within an international context through exchanges, meetings, and collaborative work; provision of career support and opportunities at a national and international level, leadership of, or contribution to, an effective supervisory panel; facilitating the construction of a well balanced panel; encouragement to students to effectively utilise supervisory panel members; taking responsibilities for particular roles within a supervisory panel.
Particular forms of evidence relevant to this criterion might include:

- specific research outcomes for the student involved, such as invited presentations at international conferences,
- publications in high-quality, peer-reviewed journals,
- feedback from other members of supervisory panels of which the nominee is the principal supervisor;
- academic reputation/position of past completed students.

5. **Systematic and scholarly approach to professional development of supervisory academic practice and skills.**

This may include: evidence of advanced skills in evaluation and reflective practice; participating in and contributing to professional activities related to research supervision; coordination, management and leadership roles in relation to research supervisions; conducting and publishing research related to research supervision; leadership through activities that have broad influence on the profession, department, school and research candidates; contribution to relevant policy development at College, University, or even sector level.

**Application information**

The application requires:

1. Application cover page.
2. Written statement, including a synopsis, and discussion addressing each of the five selection criteria (8 pages maximum).
4. All applications should be in written format and submitted as a single PDF document.
5. Submissions must be in A4 size, font minimum of 11 points, and submitted as a single PDF document. Margins must be at least 2cm with clear definition between paragraphs. Individual pages that do not meet the requirements, for instance by exceeding the pages limits, will be removed.