Procedure: Vice-Chancellor's Annual Awards

Purpose
The purpose of the Vice-Chancellor's Annual Awards is to support, encourage and recognise excellence in achievement and contributions that advance the University's strategic goals. Awardees are publicly acknowledged and celebrated at an annual celebratory Gala Dinner, and through publication on the ANU Vice-Chancellor's Annual Awards webpage.

Procedure

Categories
1. There are eight categories of Vice-Chancellor’s Annual Awards.
   - Vice-Chancellor's Award for Reconciliation - recognises initiatives and professional activities to achieve the vision and targets set out in the University’s Reconciliation Action Plan.
   - Vice-Chancellor’s Award for Innovation and Excellence in Service - recognises staff innovation and excellence in service delivery, improvement, or innovation in support of the University's strategic goals.
   - Vice-Chancellor's Award for Early Career Academics – recognises the outstanding contributions of individual Early Career Academics who are embarking on their research and teaching career.
   - Vice-Chancellor’s Award for Excellence in Research – recognises outstanding researchers with proven international reputations undertaking research that is of major importance in their field and who have made a significant contribution in advancing knowledge and research outcomes.
   - Vice-Chancellor’s Award for Impact and Engagement – recognises and encourages excellence for work or research which has enhanced the profile and reputation of the University through outreach, media engagement and/or public policy activities and by acknowledging the contribution that research makes to the economy, society, environment or culture, beyond the contribution to academic research.
   - Vice-Chancellor's Award for Educational Excellence – recognises the University's most outstanding educators in their fields, who have made a broad and deep contribution to enhancing the quality of learning and teaching in higher education at ANU.
   - Andrew Hopkins Award for Excellence in Health and Safety – recognises significant and/or sustained contribution to improve and promote health and safety best practice in the workplace.
- **Clare Burton Award for Excellence in Equity and Diversity** – recognises and encourages initiatives and activities that promote the ANU values as an inclusive, open and respectful University that reflects the diversity of our nation.

2. At the discretion of the committee and where notable nominations are received, more than one recipient for each award category may be presented.

3. The specific eligibility criteria for each Award are set out below and on the [ANU Vice-Chancellor’s Annual Awards webpage](#).

**Nominations and Selection**

4. The Awards process is run annually, and dates for the nomination process are published on the [ANU Vice-Chancellor’s Annual Awards webpage](#).

5. Selection of awardees is made by a Committee nominated by the Vice-Chancellor. The committee will
   - be representative of the breadth of awards covered;
   - have at least one member who identifies as Aboriginal or Torres Strait Islander;
   - be gender balanced;
   - have an equal membership of both academic and professional staff members including one member of the University Executive and the Director of Strategic Communications and Public Affairs (SCAPA)
   - have regard to being HASS and STEMM balanced.

6. All staff members, except casual staff, are eligible for nomination for a Vice-Chancellor’s Annual Award either as an individual or as part of a team. Nominees must be currently employed by the University (on payroll) in the year of the award.

7. Current students may be included as part of team nominations, as appropriate.

8. Colleges and Divisions may choose to set up a Committee to ensure that staff who warrant consideration of an award are not overlooked.

9. Nominations, on the Nomination Form, should be prepared by Sponsors, that is, a supervisor or other person within the University. A Sponsor is a Supervisor, or other person, who nominates the staff member or work team for the Award and who prepares the supporting statement in response to the award criteria. When the Sponsor is not the nominee’s Supervisor the Supervisor’s details and signature should also be provided.

10. The Nomination Form can be downloaded from the ANU Vice-Chancellor’s Annual Awards webpage. Nominations should be submitted as a single PDF document to awards@anu.edu.au, and must be received by no later than 5pm on the advertised closing date. Nominations require the endorsement of the relevant College Dean/Director before submission.
11. Sponsors should specifically address the award criteria, provide examples to support their claims, and note that additional references are not permitted, and that additional paperwork will not be considered by the Committee.

12. Sponsors should also note that the Vice-Chancellor’s Annual Awards recognise excellence in achievement and contribution beyond the normal expectations of the work undertaken by individuals and teams.

Awards Process

13. Award finalists and sponsors will be contacted once the Committee has made a determination but recipients will not be announced until the awards ceremony. The awards will be presented at the celebratory Vice-Chancellor’s Annual Awards Gala Dinner in the same year and all nominees and sponsors will be invited. All award recipients will be published on the Vice-Chancellor’s Annual Awards webpage.

14. In the case of team awards, the team will receive one award, presented to the Team Lead (as specified on the nomination form).

15. The successful recipient of the Andrew Hopkins Award for Excellence in Health and Safety will also receive $1,000 towards professional development in health and safety as part of the Andrew Hopkins Endowment Fund. In the case of team awards, the team will receive a total of $1,000.

Service Awards

16. Service Awards recognise the contributions of staff who have served the University during the greater part of their career. There are two categories of Service Awards:
   
   - 25 years of service
   - 40 years of service

17. The Service Awards process is run annually.

18. All active staff members who have worked at the University for at least 25 years and 40 years respectively as of 31 December in the year of the award are eligible. Eligible staff who retire from the University prior to the date of the Awards Gala Dinner will still be considered for a service award in that year.

19. The Human Resources Division will use employment reports to identify potential service awardees, however individuals, colleagues, and managers are also encouraged to make nominations as appropriate. Such nominations should include the awardee’s full name and university ID number, and be sent to awards@anu.edu.au.

20. When determining eligibility for Service Awards, the following are not considered:
   
   - Casual employment
- Periods of unpaid leave greater than 12 months
- A break in service from the University greater than 2 months

21. All service award recipients will be published on the Service Awards webpage.

### Awards Criteria

**Vice-Chancellor's Award for Reconciliation**

<table>
<thead>
<tr>
<th>Purpose</th>
<th>To encourage and recognise initiatives and professional activities to achieve the vision and targets set out in the University's Reconciliation Action Plan.</th>
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<tbody>
<tr>
<td>Criteria</td>
<td>Nominations will be assessed on the basis of written evidence that demonstrates outstanding achievement in one or more of the following areas:</td>
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<td>1) Demonstrated commitment to building and promoting reconciliation between Indigenous Australians and non-Indigenous Australians;</td>
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<td></td>
<td>2) Demonstrated contributions to implementing strategies to increase the participation rate of Indigenous Australian students in undergraduate, graduate coursework and/or higher degree studies;</td>
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<td>3) Demonstrated contributions to implementing strategies to increase the number of Indigenous Australian academic or professional staff at ANU.</td>
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**Vice Chancellor's Award for Innovation and Excellence in Service**

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<thead>
<tr>
<th>Purpose</th>
<th>To encourage and recognise staff innovation and excellence in service delivery, improvement, or innovation in support of the University's strategic goals.</th>
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<tbody>
<tr>
<td>Criteria</td>
<td>Nominations will be assessed on the basis of written evidence that demonstrates outstanding achievement in one or more of the following areas:</td>
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<td>1) Improvement in the quality of service provision for students and/or staff;</td>
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<td>2) Initiatives resulting in considerable cost reductions and efficiencies in work practices or processes;</td>
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<td>3) Benefits in the innovative application of Information Technology to administration, teaching and/or research; and/or</td>
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<td>4) Contributions to creating an enabling culture of excellence within the</td>
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**Vice Chancellor's Award for Early Career Academics**

**Purpose**
To encourage and recognise the outstanding contributions of individual Early Career Academics who are embarking on their research and teaching career.

**Criteria**
Nominations will be assessed on the basis of written evidence that demonstrates outstanding achievement in one or more of the following areas:

1. Evidence of specific research achievements with a statement on the impact of the research at ANU, post PhD, from both the nominee and the nominator/s; or
2. Demonstrated publication record, post PhD (including assessment of ERA journal ranking, citation index and impact factors; or
3. Evidence of awards, prizes or positions gained, including grants and patents held; or
4. Demonstrated approaches to teaching and the support of learning that influence, motivate and inspire students to learn; or
5. Evidence of developing of curricula, resources or services that reflect a command of the field; or
6. Demonstrated innovation, leadership or scholarship that has influenced and enhanced learning and teaching and/or the student experience.

**Vice-Chancellor's Award for Excellence in Research**

**Purpose**
To encourage and recognise outstanding researchers with proven international reputations undertaking research that is of major importance in their field and who have made a significant contribution in advancing knowledge and research outcomes.

**Criteria**
Nominations will be assessed on the basis of written evidence that demonstrates outstanding achievement in one or more of the following areas:

1. Evidence of the significance of the research in contributing to new knowledge and/or innovations in the discipline; or
2. Evidence of sustained and excellent performance, particularly in the past five years. Performance should be considered against quality indicators and norms for research performance within a given discipline, in addition to more general measures of competitive research grant or commercial research income,
3) publications and student completions; or
4) Evidence of national and international recognition and impact of the research; or
5) Evidence of research leadership (e.g. encouraging teamwork, mentoring and training of early career researchers and HDR students); or
6) Evidence of inter-disciplinary research collaborations.

### Vice Chancellor's Award for Impact and Engagement

**Purpose**
- To encourage and recognise excellence for work or research which has enhanced the profile and reputation of the University through outreach, media engagement and/or public policy activities and by acknowledging the contribution that research makes to the economy, society, environment or culture, beyond the contribution to academic research.

**Criteria**
Nominations will be assessed on the basis of written evidence that demonstrates outstanding achievement in one or more of the following areas:
1) Demonstrated engagement with external ANU audiences; the local, national or international community or University stakeholders; or
2) Evidence of impact of the University's profile (e.g. media coverage).

### Vice Chancellor's Award for Educational Excellence

**Purpose**
To recognise the University’s most outstanding educators in their fields, who have made a broad and deep contribution to enhancing the quality of learning and teaching in higher education at ANU.

**Criteria**
The recipient of this award will be chosen from amongst the awardees of the Vice-Chancellor’s Awards for Excellence in Education:
- Vice-Chancellor’s Award for Teaching Excellence
- Vice-Chancellor’s Award for Excellence in Supervision
- Vice-Chancellor’s Award for Indigenous Education
- Vice-Chancellor’s Award for Programs that Enhance Learning
### Andrew Hopkins Award for Excellence in Health and Safety

<table>
<thead>
<tr>
<th>Purpose</th>
<th>To encourage and recognise significant and/or sustained contribution to improve and promote health and safety best practice in the workplace.</th>
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</table>
| Criteria | Nominations will be assessed on the basis of written evidence that demonstrates outstanding achievement in one or more of the following areas:  
1) Excellence in developing and implementing a solution to an identified health and safety issue(s). Nominations may be for a product or process based solution, design/engineering innovation, a training program, an awareness raising activity or other control measures that reduce the risk of work-related injury or illness.  
2) Overall outstanding achievement or success with demonstrated value in the area of workplace health and safety. |

### Clare Burton Award for Excellence in Equity and Diversity

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<th>Purpose</th>
<th>To encourage and recognise initiatives and activities that promote the ANU values as an inclusive, open and respectful University that reflects the diversity of our nation.</th>
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| Criteria | Nominations will be assessed on the basis of written evidence that demonstrates outstanding achievement in one or more of the following areas:  
1) Initiatives to reduce barriers to inclusion and promote equal opportunity for all persons whatever their background or identity including women, Indigenous Australians, people of all racial and ethnic groups and people with disabilities;  
2) Promote an inclusive environment that values and utilises the contributions of people of different backgrounds, experiences and perspectives;  
3) Enhance the retention, success and outcomes of staff and students from diverse backgrounds in education, research or professional practices. |
The purpose of the Vice-Chancellor's Awards is to support, encourage and recognise excellence in achievement and contributions that advance the University's strategic goals. Awardees are publicly acknowledged and celebrated at a formal Awards Ceremony, and through publication on the ANU Staff Awards webpage.

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<tr>
<th>Audience</th>
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<tr>
<td>Category</td>
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<tr>
<td>Topic</td>
<td>Staff</td>
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<tr>
<td>Subtopic</td>
<td>Staff &amp; Career Development</td>
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<td>Effective Date</td>
<td>2 Oct 2019</td>
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<td>Review Date</td>
<td>3 Oct 2022</td>
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<tr>
<td>Responsible Officer</td>
<td>Director, Human Resources (<a href="mailto:director.hr@anu.edu.au">director.hr@anu.edu.au</a>)</td>
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<tr>
<td>Approved By</td>
<td>Chief Operating Officer (<a href="mailto:COO@anu.edu.au">COO@anu.edu.au</a>)</td>
</tr>
<tr>
<td>Contact Area</td>
<td>Human Resources Division (<a href="mailto:director.hr@anu.edu.au">director.hr@anu.edu.au</a>)</td>
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