

NOMINATION FOR TAKRIM 2021 (AWARDS UNDER CENTRE FOR PROFESSIONAL DEVELOPMENT) GUIDELINES

Introduction:

IIUM Takrim Day, formally known as Quality Day, is an annual event honouring the remarkable achievement of the University community. This annual event recognises and honours the academic staff based on their contribution in teaching, the discovery of knowledge, scientific and creative publication and transferring/expansion of knowledge. The Takrim Day is in conjunction with the University's participation in the Anugerah Akademik Negara, one of the most prestigious events in the higher education community in Malaysia. The selection processes will start from the Kulliyah/Centre/Institute (K/C/I) level, where each K/C/I will nominate the winner of each category to compete at the university level. **Each K/C/I has to organise their competition (Mini Takrim Day) in search of the winners based on the following nominations;**

- a) By the management of the respective K/C/I
- b) By peers
- c) By self-nomination

The Centre for Professional Development (CPD) has been tasked to manage and coordinate the selection by professional judges.

All nominations **must be submitted** through the respective K/C/I and endorsed by the Dean/Director. The Takrim Day Committee will not entertain any nomination from an individual. There are three (3) awards under the purview of the Centre for Professional Development:

1. **Murabbi Award**
2. **Most Promising Academic award**
3. **Best Educator Award**

If no applicant is eligible for any of the categories, then the Takrim Day Committee will nullify the award for the respective year.

All nominations from Centres and Kulliyahs must be submitted to:

Centre for Professional Development,
Level 2, Kulliyah of Education,
International Islamic University Malaysia,
03-6421 4797/5912/5913/6232
Email: admin_cpd@iium.edu.my
Official webpage:
(UP: Takrim 2021 Secretariat)

Deadline for submission: **24th May 2021/Monday before 1pm**. Submission later than the

deadline will not be accepted.

A. CATEGORY OF AWARDS

1. MURABBI AWARD

Each Kulliyah will be submitting one (1) candidate.

In general, this award is given to candidates who show holistic leadership contributing to the discovery and development of knowledge that makes a valuable contribution to university, country and the world. The candidate's contributions also enable the university to achieve its aspirations to improve the quality of life of the people and universal humanity.

1.1 Award Criteria:

1. The candidate has served as a lecturer in IIUM for at least **fifteen (15) years cumulatively**.
2. Has to lead holistically by example in teaching and learning, research and innovation, academic leadership.
3. The professional and academic bodies from the national or international level have awarded prestigious recognition for the candidate's contribution.
4. The candidate has received an award or recognised (national/international) within the last ten years (including the assessing year) by the professional and academic bodies for his/her contribution.
5. Showcases impact to the community through scholarly activities.
6. The candidate demonstrates continuous excellence in his or her field of expertise.

1.2 Participation Requirement:

Candidates must submit a CV together with evidence of awards and/ recognitions and other documents related to the award.

2. MOST PROMISING ACADEMIC AWARD

In general, this award aimed at giving recognition to young and accomplished academic staff. The recipient of this award is an academic staff that shows potential in teaching and learning and research, prominence, leadership, and collegiality at the national or international level.

2.1 Most Promising Academic Category:

Table 1: Most promising academic award categories and respective Kulliyahs and Institutes

Science and Technology	KICT/ KAED/ KOE/ KOS/ INHART	1 nomination per Kulliyah
Art and Social Sciences	KLM/ KOED/ KENMS/ AIKOL/ KIRKHS/ IIBF/ ISTAC	1 nomination per Kulliyah
Health and Medical Sciences	KOP/ KON/ KOD/ KOM/ KAHS	1 nomination per Kulliyah

2.2 Award Criteria:

1. The candidate should be aged **under 40 years old** on 1st January of the award year.
2. The candidate has served as a lecturer at IIUM for at least **five (5) years cumulatively** in his or her academic career.
3. The candidate has contributed expertise in academic/professional at national or international levels within the last five (5) years (including the year of assessment).
4. The candidate has received awards or academic accreditation from professional and academic bodies at the national or international level.
5. Showcases impact to the community through scholarly activities.
6. Demonstrates continuous excellence in the field of expertise

2.3 Participation Requirement:

The candidate must submit a CV together with evidence of awards and/ recognitions and other documents related to the award.

3. BEST EDUCATOR AWARD

The Best Educator Award is an initiative to provide further recognition to academic staff who demonstrate excellence and creativity in teaching. In addition to elevating the academic profession through awards to outstanding educators, the Best Educator Award also serves as a vehicle for identifying local candidates for the Anugerah Akademik Negara (AAN), the Teaching Award category by the Ministry of Education.

3.1 Objectives:

1. Encourage and foster innovation and creativity in the teaching and learning process among IIUM lecturers
2. Enhance the use of high quality and effective teaching and learning methods based on student-centred learning.
3. Provide recognition to IIUM academic staff who demonstrate high levels of excellence in teaching and learning development innovation.

3.2 Best Educator Award Category:

3.2.1 CFS (3 nominations for each category)

- a) Science and Technology
- b) Art and Social Sciences

3.2.2 CELPAD (3 nominations)

3.2.3 KULLIYYAH

The following category is based on Anugerah Akademik Negara (AAN)

Table 2: Best Educator Award categories and respective Kulliyahs

Pure Science	Biology/ Physics/ Chemistry/ Mathematics	KOS	3 nominations
Applied Literature and Applied Social Sciences	Communication/ Education /Management/ Accounting / Legal Psychology/ Performing Arts	KLM/ KOED/ KENMS/ AIKOL/ KIRKHS	1 nomination per Kulliyah
Applied Science	Industrial Science/ Computer Science / Information Technology/ Architecture/ Technology Industrial/ Technical and Vocational Education	KICT/ KAED	2 nominations per Kulliyah

Health Sciences	Pharmaceuticals/ Nursing/ Allied Health/ Dentistry/ Medical	KOP/ KON/ KOD/ KOM/ KAHS	1 nomination per Kulliyah
Engineering	Aerospace Engineering/ Civil Engineering/ Materials and Mineral Resources Engineering/ Electrical and Electronics Engineering/ Chemical Engineering/ Mechanical	KOE	3 nominations
Arts and Social Sciences	Anthropology and Linguistics/ Economics/ Philosophy/ Geography	KLM/ KENMS/KIRKHS	1 nomination per Kulliyah

3.3 Award Criteria:

1. Confirmed as IIUM academic staff for **at least ten (=>10) years** (not including study leave or any other leave)
2. Achieve a minimum 80% Student Feedback Survey for the last two (2) semesters.

B. SELECTION PROCESS

1. Murabbi Award

All nominations from K/C/I will be evaluated by the Takrim Committee of the Award. The top three (3) of the nominations will go through an interview with the IIUM Top Management

2. Most Promising Academic Award

All nominations will be assessed and evaluated by the appointed Takrim Committee of the Award.

3. Best Educator Award

3.1. Assessment of Best Educator Award candidates is based on the following criteria:

1. Knowledge of the theory and philosophy of teaching and learning that illustrates the level of the candidate's scholarship, including the role as Murabbi dan implementation of Insan Sejahtera initiatives in Teaching and Learning, for achieving balanced graduates and the inculcation of attributes of *KhAIR* and *FAST*
2. Innovation and creativity in teaching and learning.
3. The effectiveness of teaching on improving the quality of learning.
4. Innovation and creativity in learning evaluation methods.
5. Efforts to improve teaching and learning through reflective and research practices.
6. Good knowledge sharing and experience in teaching and learning through

seminars and publications.

7. Exemplary coaching and supervisory activities.

3.2. Assessment Procedures

3.2.1. PART 1: Teaching Portfolio Evaluation

The Teaching Portfolio evaluation aims to evaluate the contribution of teaching and learning development and record the quality of candidate teaching, based on the recognition obtained by candidates from IIUM and other external institutions at the national or international level. The candidate's teaching quality is also evaluated based on the evidence (printed and/or electronic materials) provided by the candidate. The items assessed in the portfolio are as follows:

- 3.2.1.1. Introduction of theory and philosophy in teaching and learning that shows the level of scholarship of the nominee
 - 3.2.1.1.1. Philosophy of teaching.
 - 3.2.1.1.2. Integration of values elucidated in the Sejahtera Academic Framework (SAF) in the courses.
 - 3.2.1.1.3. Write-up on the implementation of innovation and creativity in teaching and learning.
 - 3.2.1.1.4. Details on the Courses taught:
 - List of courses that have been taught
 - Course framework and the number of students
 - Samples of teaching and learning materials (such as notes, teaching modules, digital learning materials, CDs, teaching aids, blogs, e-learning, etc).
 - Implementation of innovation and creativity in teaching and learning.
- 3.2.1.2. Evidence of innovation and creativity implemented in teaching
- 3.2.1.3. Effectiveness of teaching in improving the quality of learning
 - 3.2.1.3.1. Results of students' achievement.
 - 3.2.1.3.2. SFS report and/or other student feedback method
 - 3.2.1.3.3. Samples of students' works
 - 3.2.1.3.4. Testimonials/letters of appreciation from students, colleagues, etc.
- 3.2.1.4. Evidence of the implementation of innovation and creativity in learning evaluation.
- 3.2.1.5. Evidence on the improvement of teaching and learning through reflective practices and research.
- 3.2.1.6. Knowledge and experience sharing in teaching and learning through conferences and publication.
- 3.2.1.7. Supervision and coaching activities.
 - 3.2.1.7.1. Description of the activities
 - 3.2.1.7.2. Level of programmes (Bachelor, Masters and PhD -list of students' names)
 - 3.2.1.7.3. Outcome of the activities.
- 3.2.1.8. A sample of a portfolio - **Prof. Madya Dr. Azidah Abu Ziden** - Winner of Anugerah Pengajaran 2016 (Kelompok Sastera Dan

Sains Sosial) -

http://www.azidahaz.com/p/blog-page_17.html

3.2.2. PART 2: Teaching Simulation and Interview

3.2.2.1. The time allotted for the teaching simulation is 15 minutes.
Things to consider in the teaching simulation:

1. Effective communication
2. Clarity of teaching delivery
3. Effective use of teaching aids
4. Ability to convince and motivate 'students' (audience)
5. Capacity to engage students actively and effectively
6. Ability to assess student understanding

3.2.2.2. The interview will include the following:

1. Philosophy of teaching and learning
2. Creativity and innovation and their impact on teaching & learning
3. Improvements in teaching and learning
4. Excellence in teaching and learning
5. Self-reflection on the teaching simulation