



IIUM TAKRIM 2023 (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 Rekabentuk Kurikulum Dan Penyampaian Inovatif (AKRI) and Anugerah Akademik Negara (AAN). The selection processes are 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.

There are three (3) awards under the purview of the Centre for Professional Development:

1. **Murabbi Award**
2. **Best Teaching Innovation Awards**
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 online via the link provided:

Deadline for submission: **15th May 2023/ Monday**. Submission later than the deadline will not be accepted.

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:

The candidate:

- a. has served as a lecturer in IIUM for at least **fifteen (15) years cumulatively**.
- b. has experience in the fields of teaching and learning, research and innovation, service, and academic leadership holistically.
- c. Have received an award or recognition of prominence from a prestigious professional and/or academic bodies at the national and/or international level within the last 10 years
- d. has produce a significant impact through his/her academic contributions
- e. has consistently demonstrates leadership and continuous excellence in his or her field of expertise

1.2 Guidelines and Requirement:

Candidates must submit his/her application through CPD website at <https://www.iium.edu.my/centre/cpd>

All nominations will be evaluated by the Takrim Committee of the Award. The top three (3) of the nominations will go through another round of evaluation with the IIUM Top Management

CHECKLIST - Curriculum Vitae

The curriculum vitae (CV) should contain:

1.	Applicant's Details
2.	Education Background
3.	Awards and Recognitions from Professional and/or Academic Bodies
4.	Scholarship Received (if any)
5.	Administrative/Leadership Experiences <i>for example HOD, Dean, Deputy Dean</i>
6.	Membership in Professional and/or Academic Bodies
7.	Contribution to community and its impact
8.	Publication and/or Articles in media - past 10 years
9.	Grant Received – past 10 years
10.	Intellectual Property / Commercialization (if any)
11.	Consultancy
12.	Mentorship – testimonial from mentees
13.	Other information that may support the application

2. BEST TEACHING INNOVATION AWARD (FOUR CATEGORIES)

2.1 Objectives:

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

2.2 Best Teaching Award Category:

There are 4 Award Categories:

- a) Best Teaching Innovation in Virtual Learning Category
- b) Best Teaching Innovation for Project-based learning Category
- c) Best Teaching Innovation for Experiential learning Category
- d) Best Teaching Innovation for Transdisciplinary learning (e.g.: environmental education/climate change, global citizenship, etc.)

2.3 Applicant's Criteria:

- a) Confirmed as IIUM academic staff for **at least three years** (not including study leave or any other leave)
- b) Achieve a minimum 80% Student Feedback Survey for the last two (2) semesters.
- c) **NOTE:** Winners of IIUM Takrim 2021 and IIUM Takrim 2022 **are not eligible to participate.**

2.4 Guidelines:

Candidates must submit his/her application through CPD website at <https://www.iium.edu.my/centre/cpd>

PART 1: Submission

CHECKLIST 1: Curriculum Vitae

A curriculum vitae (CV) that provides a summary of your experience and skills.

CHECKLIST 2: Poster on your teaching innovation and approach

CHECKLIST 3: Please include a video explaining your teaching innovation and approach (maximum duration 3 minutes)

CHECKLIST 4: Teaching Portfolio

The Teaching Portfolio evaluation aims to evaluate the contribution of teaching and learning development and record the quality of the candidate's teaching in the selected category.

The teaching portfolio SHOULD contain:

A. Introduction of theory and philosophy in teaching and learning that shows the level of scholarship of the nominee

- a) Philosophy of teaching.
- b) Integration of values elucidated in the Sejahtera Academic Framework (SAF) in the courses.

B. Statement of overall planning and implementation strategy related to teaching, supervision, and assessment methods.

- a) Write-up on the planning and implementation strategies on the following:
 - i. teaching and supervision
 - ii. students' assessment
- b) Evidence of implementation strategies in teaching, supervision, and assessment:
 - i. List of courses that have been taught
 - ii. Course framework and the number of students
 - iii. Samples of teaching and learning materials (such as notes, teaching modules, digital learning materials, CDs, teaching aids, blogs, e-learning, etc).
 - iv. Implementation of innovation and creativity in teaching and learning.
 - v. List of supervision (bachelor/master/PhD)

C. Evidence of the implementation of innovation and creativity in learning evaluation. (Please provide supporting evidence)

- a) Criteria:
 - i. originality
 - ii. significance
 - iii. relevance
- b) Methods of teaching and learning or assessment that stimulate and cultivate high-level thinking skills
- c) The improvement of teaching and learning through reflective practices and research.
- d) The **impact** of the teaching innovation and method on:
 - i. Student's achievement
 - ii. The quality of student work
 - iii. How it can be used in different domain/field
 - iv. How it can be used inside/ outside IIUM
- e) Include testimonials of effective teaching/supervision from various sources include:
 - i. Students
 - ii. Colleagues
 - iii. Department/Kulliyah
 - iv. University
 - v. Community/Industry
- f) Improvisation in teaching/supervision and assessment as well professional development
- g) Improvement of teaching/supervision and assessment methods through reflective practices that include:
 - i. reflection documentation

- ii. implementation and knowledge sharing
- iii. Inclusivity in teaching and learning delivery

The teaching portfolio MAY contain:

Scholarship in teaching/supervision and assessment

- a) Knowledge sharing and practice of teaching/supervision and assessment in various levels (university/national/international) through any of the following:
 - i. social media (YouTube, Blogg, Facebook, etc)
 - ii. workshop and seminar
 - iii. special interest group
 - iv. Learning Module / Textbook
 - v. periodical publication
 - vi. digital publication
 - vii. online courses (ex. MOOC, micro-credential)
 - viii. others
- b) Recognition (award/keynote invitation/seminar/invited speaker, head coaches/mentors) obtained.
- c) Leadership (chairman/committee) in the academic community (faculty/university/national/international academic association) which is related to teaching and learning.

PART 2: Teaching Simulation and Interview

- a) The time allocated for the teaching simulation is 15 minutes. Things to consider in the teaching simulation:
 - i. Effective communication
 - ii. Clarity of teaching delivery
 - iii. Effective use of teaching aids
 - iv. Ability to convince and motivate 'students' (audience)
 - v. Capacity to engage students actively and effectively
 - vi. Ability to assess student understanding
- b) The interview will include the following:
 - i. Philosophy of teaching and learning
 - ii. Creativity and innovation and their impact on teaching and learning
 - iii. Improvements in teaching and learning
 - iv. Self-reflection on the teaching simulation

3. BEST EDUCATOR AWARD

3.1 Objectives:

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

3.2 Best Educator Award Category:

a) Best Educator Award (CFS)

- i. Science and Technology
- ii. Art and Social Sciences

b) Best Educator Award (CELPAD)

3.3 Award Criteria:

- a) Confirmed as IIUM academic staff for **at least three years** (not including study leave or any other leave)
- b) Achieve a minimum 80% Student Feedback Survey for the last two (2) semesters.
- c) **NOTE:** Winners of IIUM Takrim 2021 and IIUM Takrim 2022 **are not eligible to participate.**

3.4 Guidelines:

Candidates must submit his/her application through CPD website at <https://www.iium.edu.my/centre/cpd>

PART 1: Submission

CHECKLIST 1: Curriculum Vitae

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CHECKLIST 2: Poster on your teaching approach

CHECKLIST 3: Please include a video explaining your teaching approach (maximum duration 3 minutes)

CHECKLIST 4: Teaching Portfolio

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A. Introduction of theory and philosophy in teaching and learning that shows the level of scholarship of the nominee

- a) Philosophy of teaching.
- b) Integration of values elucidated in the Sejahtera Academic Framework (SAF) in the courses.

B. Statement of overall planning and implementation strategy related to teaching and assessment methods.

- a) Write-up on the planning and implementation strategies on the following:
 - i. teaching and learning
 - ii. students' assessment
- b) Evidence of implementation strategies in teaching and assessment:
 - i. List of courses that have been taught
 - ii. Course framework and the number of students
 - iii. Samples of teaching and learning materials (such as notes, teaching modules, digital learning materials, CDs, teaching aids, blogs, e-learning, etc).
 - iv. Implementation of innovation and creativity in teaching and learning.

C. Creativity during teaching (teaching and assessment methods)

- a) Creativity and innovation that is aligned and supports:
 - i. Teaching and assessment philosophy and methodology
 - ii. Effectiveness of teaching in improving the quality of learning
- b) Results of students' achievement.
- c) Students' feedback method
- d) Samples of students' works
- e) Testimonials/letters of appreciation from students, colleagues, etc.
- f) Inclusivity in teaching and learning delivery
- g) The **impact** of the teaching method on:
 - v. Student's achievement
 - vi. The quality of student work
 - vii. How it can be used in different domain/field
 - viii. How it can be used inside/ outside IIUM

PART 2: Teaching Simulation and Interview

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 - iii. Effective use of teaching aids
 - iv. Ability to convince and motivate 'students' (audience)
 - v. Capacity to engage students actively and effectively
 - vi. Ability to assess student understanding

- b) The interview will include the following:
 - i. Philosophy of teaching and learning
 - ii. Creativity and innovation and their impact on teaching and learning
 - iii. Improvements in teaching and learning
 - iv. Self-reflection on the teaching simulation