Times Higher Education Awards 2019

Call for entries

**Overview**

The Times Higher Education Awards (THE Awards) are perhaps the best known and most respected of the UK HE industry awards schemes – often informally known as ‘the Oscars of higher education.’ Winning a THE Award carries with it significant reputational benefits.

For 2019, the primarily academic-focused THE Awards have been merged with their service-led counterparts – The former THE Leadership and Management Awards (THELMAs) – to create the biggest and best industry Awards scheme for the higher education sector yet.

This paper outlines:

* The awards categories on offer for 2019
* The core requirements for entry / guidelines
* The support available to entrants from the University’s central Awards Team

# Categories

For a full description of the awards categories, please see [Appendix 1.](#Appendix1)

[1. *THE* Lifetime Achievement Award](#_Toc4487189)

[2. Business School of the Year](#_Toc4487190)

[3. Widening Participation or Outreach Initiative of the Year](#_Toc4487191)

[4. Knowledge Exchange/Transfer Initiative of the Year](#_Toc4487192)

[5. Outstanding Strategic Planning Team](#_Toc4487193)

[6. Research Project of the Year: Arts, Humanities & Social Sciences](#_Toc4487194)

[7. Research Project of the Year: STEM](#_Toc4487195)

[8. Outstanding Research Supervisor of the Year](#_Toc4487196)

[9. Technological or Digital Innovation of the Year](#_Toc4487197)

[10. Outstanding Contribution to the Local Community](#_Toc4487198)

[11. Outstanding Support for Students](#_Toc4487199)

[12. Outstanding Entrepreneurial University](#_Toc4487200)

[13. Outstanding Library Team](#_Toc4487201)

[14. Outstanding Estates Strategy](#_Toc4487202)

[15. Outstanding Marketing/Communications Team](#_Toc4487203)

[16. Most Innovative Teacher of the Year](#_Toc4487204)

[17. Outstanding Financial Performance](#_Toc4487205)

[18. International Collaboration of the Year](#_Toc4487206)

[19. Outstanding Contribution to Leadership Development](#_Toc4487207)

[20. Excellence in Registry Services](#_Toc4487208)

[21. Outstanding Technician of the Year](#_Toc4487209)

[22. University of the Year](#_Toc4487210)

[23. *THE* DataPoints Merit Award *\*(non-submission category)*](#_Toc4487211)

# Entry guidelines

For a full list of entry rules and guidelines, see [the Times Higher Awards website](https://www.the-awards.co.uk/2019/en/page/entry-guidelines).

1. The core submission should consist of up to 500 words of text specifically addressing the key criteria set out for the relevant category (see [Appendix 1](#Appendix1)).
2. **(Revised for 2019)** you may also include up to **two** supporting documents; the two documents should be no more than **four** sides of A4 total **combined:**
	1. Supporting documentation can consist of a richer range of media than the core submission – graphs, tables, pictures and photos are all welcome and encouraged!
3. **(New for 2019)** you **must** also include a 150-word summary of your submission; this will be published on the Times Higher website if your entry is shortlisted, so please consider confidentiality (if applicable)

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| If you intend to enter one of the awards categories, please email planning-awards@glasgow.ac.uk as soon possible to ensure your entry is added to the University’s tracker; this helps us to keep track of the entries expected from across the University. |

# Timescales

* The Awards open for entries on 11 April 2019
* The deadline for entries is midnight on **Wednesday 5 June**

# Support available

The central Awards Team is happy to:

* Provide guidance with respect to the rules and regulations of the Awards
* Advise on the potential and viability of prospective entries
* Look over draft entries, perform light editing and suggest ways to strengthen submissions

If you wish the Awards Team to provide feedback and editing support for your entries, please pass them to the central awards mailbox by **Wednesday 22 May.** This will ensure sufficient time for the team to read and edit your entry, and for you to consider and implement any changes suggested.

# Submitting entries

Applicants should submit their entries directly via [the Times Higher Awards website](https://www.the-awards.co.uk/2019/en/page/home-awards).

Please note that the central Awards Team is unable to batch submit entries on your behalf for these awards.

**Appendix 1: Categories for 2019**

## *THE* Lifetime Achievement Award

This award will be given to the individual who, in the opinion of Times Higher Education, deserves to be honoured for his or her contribution to higher education above and beyond their own professional role. Institutions and individuals are welcome to submit nominations for consideration.

## Business School of the Year

This award will go to the business school demonstrating the most outstanding overall performance during the 2017-18 academic year. It is open to all business schools in the UK, including those situated within universities and those in the private sector.

Qualities we will be looking for in submissions might include:

* evidence of exceptional performance against specific indicators such as innovation, teaching, research, student experience, alumni relations and development
* evidence showing how the school’s work has impacted on business and/or society more generally
* evidence of how the school has built partnerships with the business community and other organisations, bringing benefits to both sides
* evidence showing why you stand out from the crowd in this most competitive of marketplaces.

Judges will be looking for bold and creative strategies and initiatives that have helped the school to improve and flourish in the academic year in question.

## Widening Participation or Outreach Initiative of the Year

This award will go to the most imaginative and innovative project that promotes diversity and encourages people from non-traditional backgrounds to enter higher education or extends the reach of the institution to new areas of activity. It is open to individuals, departments or institutions in the UK.

* Describe the background to and context of your widening-participation or outreach initiative.
* How was it rolled out?
* What were the results? Provide evidence of demonstrable progress or success, including impact on student recruitment.
* How does your initiative differ from standard practice in the sector? Is it transferable as an example of good practice?

## Knowledge Exchange/Transfer Initiative of the Year

This award recognises the most innovative and original initiative in knowledge exchange or transfer in the academic year 2017-18.

* Outline the initiative’s origins and explain what makes it new and pioneering.
* Describe its objectives and detail how these have been met or exceeded.
* Explain how your initiative has had a transformative effect on both your institution and your non-academic partner or partners, and demonstrate how it addresses new and emerging challenges and opportunities.

Judges will look for effective collaboration between academics, administrators and business partners and for the effective use of leading-edge practices from other sectors.

## Outstanding Strategic Planning Team

UK higher education continues to go through a period of significant change, both in terms of the policy framework, and the national and global environment, presenting multiple challenges. This award will recognise exceptional performance from a team, or individual, that has made a significant and demonstrable impact on strategic change across the university.

* The judges will look for clear contributions to strategic planning, such as improvements to the evidence base supporting institutional decision-making, the development and implementation of change management programmes, or improvements to institution-wide operational processes in support of defined strategic objectives.
* If there is evidence of a team or individual’s success in a particular project or area of activity, then this can take the lead in submissions, but it is vital that you also show how your work has influenced decision-making at a strategic level.
* Explain the way in which clearly identified challenges have and will be met as a result of your work, and demonstrate that impact in a measurable way.

## Research Project of the Year: Arts, Humanities & Social Sciences

This will be awarded to the individual or team at a UK HE institution for innovative arts, humanities or social sciences research that has a far-reaching impact and has caught, or has the potential to catch, the imagination of the public. Submissions should demonstrate the economic, social, cultural or other public benefit of the research, and judges will be looking for entries that have raised the profile of the field in question.

* Explain the background to your project. Why was the research necessary and what were its primary objectives?
* Describe how the research was funded, what the work involved and what challenges arose.
* What did the results reveal and what are the potential wider benefits to society? Has it led to other projects or new avenues of exploration?
* Judges will look for evidence of significant or novel results, creative collaborations and imaginative communication of research results.

## Research Project of the Year: STEM

This will be awarded to the individual or team at a UK HE institution for innovative research in STEM subjects that has a far-reaching impact and has caught, or has the potential to catch, the imagination of the public. Submissions should demonstrate the economic, social, cultural or other public benefit of the research, and judges will be looking for entries that have raised the profile of the field in question.

* Explain the background to your project. Why was the research necessary and what were its primary objectives?
* Describe what the work involved and what challenges arose.
* What did the results reveal and what are the potential wider benefits to society? Has it led to other projects or new avenues of exploration?

Judges will look for evidence of significant or novel results, creative collaborations and imaginative communication of research results.

## Outstanding Research Supervisor of the Year

This award will be given to the individual who has created the most supportive, stimulating and inspirational research environment for doctoral students. Entries will be accepted from institutions, supervisors themselves or their students or colleagues, but in all cases the institution must support the submission and student testimonies must be included in the supplementary documentation.

The qualities we will be looking for in nominees might include:

* Evidence of outstanding results of their supervision over a number of years (Have students from a range of backgrounds been encouraged to pursue a doctorate? What have they gone on to achieve?)
* A pioneering approach to supervision: what has the nominee done above and beyond that which is expected of any good supervisor?
* Demonstrable enthusiasm for the role and going the extra mile to help students navigate through difficulties, academic or otherwise.
* Challenging students intellectually and helping them to make substantial contributions to their academic field.
* Providing additional support and facilities to give greater scope to their research.
* Providing supervision to an exceptional number of candidates over time.
* Offering constructive employment and career advice post-graduation

## Technological or Digital Innovation of the Year

This award recognises the innovative use of digital technology to improve any function at a university, be that at institutional, departmental or faculty level. Entries may therefore focus on leadership, management, administration, teaching, research or knowledge transfer.

We will accept submissions based on technological breakthroughs that were conceived and developed at an institution, or the innovative use of existing technology to improve a university’s operations and outcomes across its core functions.

Judges will be looking for initiatives that have delivered efficiencies and enhanced productivity, so submissions should ideally demonstrate savings in terms of cost or time as well as improved performance. Providing that impact can be demonstrated, judges will consider projects that are not yet concluded.

* Show how the initiative addresses a specific institutional need or challenge.
* Describe why the initiative is innovative, and outline the technologies and approaches used.
* Demonstrate the effective use of leading-edge practices, and how your approach embraces digital technology to implement improvements.
* Describe how those involved have overcome cultural, financial and other barriers to succeed.
* Is the innovation scalable, and could it be replicated elsewhere in the sector?

## Outstanding Contribution to the Local Community

This award will be given to the individual, team or institution that has made the most imaginative attempt to aid the wider community socially, culturally or economically.

* Describe the background to and context of your initiative.
* Explain the nature of the work and the challenges involved.
* Provide evidence of demonstrable progress or success. Show how the project has made a difference to the target community.
* Outline how staff and students contributed to the success of the project.

## Outstanding Support for Students

This award will be given to the UK institution that helps students to gain the maximum benefit from their study. Both pastoral and academic support packages will be considered, and this category is open to those working in departments across an institution, as well as dedicated Student Services teams.

* Describe the background to and context of your approach or initiative.
* Explain the nature of the support package. Detail how it works and explain why it is innovative and effective.
* What were the results? Have you attracted more students? How were the measures received by student bodies? Provide evidence of demonstrable progress or success.
* Outline your principal achievements during the 2017-18 academic year.
* Summarise what you were trying to achieve, how you set about achieving it and how you plan to monitor the impact of the scheme.

## Outstanding Entrepreneurial University

This award recognises an institution that has developed and delivered an exceptional approach to embedding entrepreneurship within its culture and programmes, and which can demonstrate a significant impact at regional, national or international level.

In particular, judges will be looking for an institution:

* whose vision and strategy place enterprise, entrepreneurship and innovation at the heart of the organisation
* where an environment has been created that encourages entrepreneurial mindsets and behaviours in staff and students, and ensures that ideas and innovation are nurtured and given the support they need to flourish
* whose approach has affected the nature of entrepreneurial activity among staff, students and alumni and stimulated a strong entrepreneurial impact locally, nationally or internationally
* where the strategic approach to entrepreneurship has the potential to influence and improve other institutions’ work in this area, whether directly or because it is transferable in the sector more widely.

If your entry is based on a particular initiative or initiatives, explain how the university as a whole has benefited.

## Outstanding Library Team

This award recognises outstanding work in library and information-services departments.

* Explain how your team has personalised the delivery and support of library space, services and content provision.
* Describe how the team developed the library’s digital environment to benefit users.
* Detail how your team exploited physical and virtual space to provide a complementary, blended service.
* Describe how your team’s work improves on standard practice in the sector and addresses new and emerging challenges and opportunities.

If your entry is based on a particular initiative or initiatives, explain how your team contributed to the outcomes.

Judges will look for evidence of collaboration with other administrative and academic departments that enhanced your team’s delivery, and for examples of the effective use of leading-edge practices from other sectors.

## Outstanding Estates Strategy

This award recognises outstanding work in estates departments. We are looking to reward the institution with the best story to tell about the academic year 2017-18, although given the timeframe of many estates projects, information about key achievements in property and facilities management over the past three academic years may be included.

* Tell us about the construction of innovative new buildings, the redevelopment and renovation of existing buildings, or the successful implementation of a new estates strategy.
* How are you developing and encouraging sustainable solutions across your estate?
* How have you worked to reduce estates costs, and what savings have you delivered? For example, have you looked at sharing the management of your facilities with other educational establishments or implemented new structures or contract arrangements in commercial partnerships?
* Show how you have engaged the wider institutional leadership in estates issues, and provide examples of the adoption of solutions and practice from other sectors.
* Outline how your team’s work improves on standard practice in the sector and addresses new and emerging challenges and opportunities.

## Outstanding Marketing/Communications Team

This award recognises outstanding work in marketing and communications departments.

* Show how your communications strategy and initiatives have delivered quantifiable changes in the public perception of your institution or have reshaped behaviour within it.
* Supply examples of shared collaborative ownership of marketing and communications initiatives across your institution’s leadership and management teams and highlight the effective use of leading-edge practices from other sectors.
* Outline your objectives for the 2017-18 academic year, and explain how your team met or exceeded them.
* Describe how your team’s work improves on standard practice in the sector and addresses new and emerging challenges and opportunities.

If your entry is based on a particular initiative or initiatives, explain how your team contributed to the outcomes.

## Most Innovative Teacher of the Year

This award will recognise the academic whose imagination and passion have transformed a course and inspired students. Entries will be accepted from institutions, teachers themselves or their colleagues, but in all cases the institution must support the submission and student testimonies must be included in the supplementary documentation.

Judges will be looking for:

* evidence of how the nominee evaluates and develops their professional progress with regard to teaching.
* exceptional engagement with students and how this has impacted positively in and beyond their academic role. If applicable, explain how this has had an effect beyond their institution.
* evidence of a sustained commitment to advancing and positively influencing the student experience.

## Outstanding Financial Performance

This award recognises outstanding work in finance departments, including that of a university’s procurement team. Submissions should include a brief overview of your institution’s financial strategy and show how the finance team contributed to its development, implementation and delivery of key outcomes.

Judges will look for evidence of improvement in an institution’s overall financial position, as well as its underlying sustainability. Submissions should also demonstrate how the institution’s financial strategy has allowed key strategic targets to be met during 2017-18.\*

* Highlight substantial achievements such as supporting a cost reduction programme, changes to your institution’s size or structure, increasing efficiency, developing additional income streams or the smart implementation of relevant innovative practices from other sectors that have delivered clear benefits.
* How does the finance department successfully communicate financial initiatives to colleagues across the institution? Do you use clear, high quality performance analytics and data visualisations? How do you foster a sense of shared ownership across non-finance leaders and managers?

\*Please note that you need only refer to specific strategic targets that have been met; there is a separate category devoted to strategic planning.

## International Collaboration of the Year

This award will recognise exceptional projects or joint ventures carried out between a UK institution and one or more international partners, and focuses on collaborations at a strategic level. It is open to teams in any discipline or department at a UK institution.

* Explain the background to your collaboration. Why was it necessary and what were its primary objectives? Did your work meet societal needs, and if so, how? What was the relevance to the universities involved?
* Describe what challenges arose and how you worked with your international partner/s to overcome them.
* Has the collaboration led to other projects or a long-term relationship with your partner institution/s?
* Did your work have significant, demonstrable impact on the world at large?
* Explain how your collaboration has enhanced your institution’s international profile and delivered on its ambitions.

Judges will look for evidence of creative collaborations and imaginative communication of research results.

\*Please note that this category focuses on the collaboration rather than the detail of any research (there are other categories for research projects).

## Outstanding Contribution to Leadership Development

This award seeks to recognise and reward imaginative schemes that foster leadership development at any level of management - from governors to departments. It is open to institutions, departments or teams at a UK institution.

We will accept entries based on specific leadership development programmes, as well as work designed to create an environment where talented individuals from across the institution can rise to leadership positions.

* Explain the development needs that your initiative sought to address.
* What form does the support take? Detail how your initiative or initiatives work, and explain why it is innovative and effective.
* Describe the impact of your work. Provide evidence of demonstrable progress or success. Include feedback from staff who have benefited from your support.

## Excellence in Registry Services

This award recognises outstanding work in central registry services. Excellence may be in one or more of the following areas: student admissions, assessment and conferment; student fees; student record systems; curriculum record management; timetabling; quality assurance; educational collaboration; academic audit and assessment; research administration; student complaints and discipline.

Submissions should:

* clearly demonstrate how a team contributed to the improved running of the institution in their area of activity.
* outline the service delivery problems or opportunities identified, and explain how these were addressed.
* provide evidence of successful outcomes, for example via key performance indicators or stakeholder feedback.
* explain how the service transformation supports strategic, operational or compliance needs in the institution.
* describe how your work improves on standard practice in the sector and addresses new and emerging challenges and opportunities.

If applicable, provide evidence of the effective use of innovative practices from other sectors.

## Outstanding Technician of the Year

This award will be given to an individual whose exceptional practical skills, commitment and vision have enabled the highest quality teaching, research or knowledge transfer. It is open to technicians working in any discipline in UK universities and research institutes. Entries will be accepted from institutions, technicians themselves, their colleagues or students, but in all cases testimonies must form part of the supporting documentation.

* Judges will be looking for evidence of a technician's essential contribution to a project or ongoing piece of work. How was the impact evaluated?
* Describe how the nominee works with academics, students and others to build a strong working environment in which all parties thrive.
* Explain how innovation and efficiencies are delivered.
* Beyond the day-to-day role, has the nominee been involved in building a strong community of technicians within an institution, or undertaken other activities in line with the aims of the Technician Commitment?
* Does the nominee represent technical staff on institutional committees or boards? If so, explain how they have successfully brought the technician's voice to decision-making.

## University of the Year

This will be awarded to an institution that demonstrated exceptional performance during the 2017-18 academic year. If your entry is based on a long-term strategy that has come to fruition during this period, we will accept information dating from the outset. This category is open to all higher education institutions in the UK.

* Research, teaching, access and business performance will all be taken into account. Judges will also look for evidence of particular bold, imaginative and innovative initiatives during the 2017-18 academic year.
* Please provide examples of creative leadership and management across the institution, and show how you have anticipated change in the higher education system and environment in which you operate.
* Submissions should demonstrate what was unique about your institution and its achievements in 2017-18.

Judges may request further information, including a visit to each shortlisted institution.