

Vice-Chancellor's Award Guidelines - Leadership Excellence

Section 1 - Purpose

(1) These Guidelines describe the nomination and selection process for the Vice-Chancellor's Awards for Leadership Excellence.

Section 2 - Glossary

(2) Nil.

Section 3 - Policy

(3) Nil.

Section 4 - Procedures

(4) Nil.

Section 5 - Guidelines

Part A - Objectives

(5) The objectives of the awards are to:

- a. encourage staff of Charles Sturt University (the University) to improve and enhance their own performance and the capability of others to develop to their full potential;
- b. formally recognise excellence in leadership demonstrated by Academic and General staff of the University; and
- c. support ongoing professional and career development of University staff.

Part B - Number of Awards

(6) There are two individual Vice-Chancellor's Awards allocated in recognition of Leadership Excellence.

Part C - Staff Eligibility Criteria

(7) The Vice-Chancellor's Awards for Leadership Excellence are open to Academic staff appointed at remuneration levels A-E and General staff appointed at remuneration levels 1-10 who:

- a. hold a continuing or fixed term appointment at the University; and

- b. have completed a minimum of two years' service; and
- c. have successfully completed probation.

Part D - Nominations

- (8) Any Charles Sturt University staff member, student, member of the University community or an external professional partner of University may nominate a staff member that he/she considers to be deserving of a Vice-Chancellor's Award.
- (9) Nominees may not include honorary, visiting, adjunct or executive staff.
- (10) Staff may not be nominated or receive an Individual and a Team Award for the same achievement in any year.
- (11) Staff are not eligible to be nominated for or receive or an award in this category if they have been a recipient of an award in this category within the past three years.
- (12) Each nomination must meet all eligibility criteria to be considered for an award.
- (13) Self-nominations are not accepted for this award category.

Part E - Selection Process and Criteria

- (14) All nominations must be based on excellence in leadership which demonstrates clear alignment with the University's Strategy, culture and values.
- (15) The selection committee meets to evaluate the nominations for the Vice-Chancellor's Awards for Leadership Excellence against all three of the following criteria:
- a. the nominee has demonstrated excellence in leadership in relation to:
 - i. the staff members' colleagues / Team / Directorate / School / Faculty / Division;
 - ii. a project, program, subject, course, etc.; or
 - iii. a committee, working party, community of practice, etc.; and
 - b. the nominee uses positive leadership behaviours such as building trust; acting with integrity; encouraging innovative thinking; inspiring others; coaching people; and
 - c. the nominee's leadership has clearly contributed to the achievement of one or more of the University's strategic objectives or priorities.

Part F - Selection Committee

- (16) The selection committee consists of:
- a. Deputy Vice-Chancellor (Administration), as the Presiding Officer;
 - b. Deputy Vice-Chancellor (Research, Development and Industry);
 - c. Executive Director, Human Resources;
 - d. Executive Dean, Faculty of Arts and Education;
 - e. Career Programs Officer, as the Executive Officer.
- (17) Depending upon the quality of the nominations received, the selection committee will normally recommend two individual nominees for awards to the Vice-Chancellor.
- (18) The selection committee's recommendation and the Vice-Chancellor's determination of an award are not subject

to internal appeal or review.

Part G - Expectations of Award Recipients

(19) The recipient of a Vice-Chancellor's Award for Leadership Excellence is expected to make their practices more widely known throughout the University. For example, they may be invited to participate in seminars, presentations or act as a mentor to their colleagues.

Status and Details

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