

APPROVED
by Order No. R-492 of 10 November 2017
of the Pro-Rector for Studies of Vilnius University
(wording of Order No. R-327 of 8 August 2024
of the Pro-Rector for Studies of Vilnius University)

DESCRIPTION OF THE PROCEDURE FOR THE ELECTION OF THE BEST LECTURERS OF VILNIUS UNIVERSITY

CHAPTER I GENERAL PROVISIONS

1. The Description of the Procedure for the Election of the Best Lecturers of Vilnius University (hereinafter the 'Description') establishes the procedure for organising the election of the best lecturers (hereinafter the 'Election') of Vilnius University (hereinafter the 'University'), the nomination of candidates, and their assessment.
2. The purpose of the Election is to encourage the lecturers, students, and the administration of the University to engage in the development of the culture of quality studies.
3. To be eligible for the Election, a lecturer must hold at least a 0.25 full-time position at the University, have not been elected the best lecturer at Vilnius University within the last five years, have at least three years of teaching experience, and have not been recognised as having violated the Code of Academic Ethics of Vilnius University.

CHAPTER II PROCEDURE FOR THE ELECTION OF THE BEST LECTURERS

4. The Election shall be organised and implemented by the Study Quality and Development Division of the Central Administration of Vilnius University (hereinafter the 'Study Quality and Development Division').
5. The candidates to participate in the Election may be nominated to the administration of the core academic unit of the University (hereinafter the 'Unit') by branch academic units of the Unit, the study programme committees of the Unit, the Students' Representation of Vilnius University, student scientific societies, lecturers, and other members of the academic community of the Unit.
6. The administration of the Unit, together with the Students' Representation of the Unit, shall select two to three of the best lecturer nominations and submit them to the Study Quality and Development Division. Candidates shall be presented in writing by submitting an application for participation in the election of the best lecturer of the University (Annex 1 to the Description) describing their teaching activities and the candidate's written responses to questions about their teaching preferences (Annex 2 to the Description). The Study Quality and Development Division shall submit the received applications to the Best Lecturers Election Commission (hereinafter the 'Commission') established by the Rector of the University (hereinafter the 'Rector').
7. The Commission shall consist of nine members, one of whom must be a delegated representative of the University Students' Representation and one representative of the Unit responsible. Other members of the Commission shall be selected from the lecturers who have previously received the award for the best lecturer of Vilnius University. The composition of the Commission shall be approved by an order of the Rector. The chairperson of the Commission shall be elected by a majority vote of the members of the Commission at the beginning of the first meeting of the Commission. The best lecturers shall be elected at a meeting of the Commission by a majority vote of the members of the Commission.

8. The Commission, following the criteria set out in Chapter III of the Description, shall assess the activities of the candidates and provide the Rector with a list of the best lecturers that they recommend to be awarded.

9. The nominations of the best lecturers shall be announced by an order of the Rector, granting them the Rector's Award. The monetary amount of the Award and the number of Awards provided each year shall be determined by the Rector.

10. The Educational Competence Centre of the Study Quality and Development Division shall carry out the dissemination of the pedagogical experience of the best lecturers of the University. The list of the best lecturers of the University shall be published on the subpage of the Educational Competence Centre.

CHAPTER III

CRITERIA FOR THE ELECTION OF THE BEST LECTURERS

11. The Commission shall assess the lecturers participating in the Election on the basis of the following criteria:

- 11.1. the purposefulness and innovativeness of the methodological teaching/learning material;
- 11.2. the introduction of the relevant research activities in the study process;
- 11.3. the results of the University's surveys of the students' opinions on the subjects taught by the candidate;
- 11.4. the application of innovative teaching and assessment methods in the study process;
- 11.5. active participation in the study organisation activities;
- 11.6. personal qualities that create a study-friendly environment;
- 11.7. the ability to create a learning environment that promotes the expression of personality talents;
- 11.8. other additional information and documents reflecting the uniqueness of the academic activities of the lecturer.

12. The Commission shall take into account the written responses of the candidates on their teaching preferences when assessing the nominations.

Annex 1
to the Description of the Procedure
for the Election of the Best Lecturers of Vilnius University



To _____ of Vilnius University
(the Council of the core academic unit/Best Lecturers Election Commission)

**APPLICATION FOR PARTICIPATION IN THE ELECTION
OF THE BEST LECTURER OF VILNIUS UNIVERSITY**

(date)
Vilnius

Information about the person submitting the application:
Full name: Position: Unit where the person studies/works: Phone number: Email:
Information about the lecturer:
Full name: Position: Unit: Phone number: Email:
DESCRIPTION OF THE CANDIDATE'S ACTIVITIES AND THEIR SIGNIFICANCE
Criterion 1: purposefulness and innovativeness of the methodological teaching/learning material (development of interactive educational content, development of educational and methodological materials based on the results of research in their field or interdisciplinary research, etc.).
Criterion 2: introduction of the relevant research activities in the study process.
Criterion 3: results of the University's surveys of the students' opinions on the subjects taught by the candidate.
Criterion 4: application of innovative teaching and assessment methods in the study process (development and application of educational innovations; improvement of teaching through active learning methods; methodological development of teaching and assessment of students' learning outcomes through educational innovations; development of learning materials using information communication technologies for effective teaching/learning, etc.).

<p>Criterion 5: active participation in the study organisation activities <i>(leadership in study organisation and/or quality assurance activities, leadership in implementing study development initiatives at the University, etc.).</i></p>
<p>Criterion 6: Personal qualities that create a study-friendly environment.</p>
<p>Criterion 7: ability to create a learning environment that promotes the expression of personality talents <i>(improvement of teaching through research-based teaching/learning methods or organisational forms, or involvement of students in collaborative research and publication thereof, etc.).</i></p>
<p>Criterion 8: other additional information and documents reflecting the uniqueness of the academic activity of the lecturer <i>(research on teaching practice, dissemination thereof, etc.).</i></p>

I hereby confirm that the information provided is correct

_____ *(Signature of the person submitting the application)*

Annex 2
to the Description of the Procedure
for the Election of the Best Lecturers of Vilnius University



TEACHING PREFERENCES

Present your teaching preferences in free form (up to 1 page), answering the following questions:

- What are your teaching objectives? What skills do you try to develop in students?
- What assumptions about teaching/learning do you base your choice of teaching objectives and methods on?
- What do you base your decisions on/what do you take into account when choosing specific study and assessment methods?
- Which study assessment methods do you usually use in your course units?
- Do you try to ensure research-based teaching and learning, and if so, how?
- What type of feedback do you use to assess the efficiency of the teaching methods used, and how do you use it?
- What are your strong points as a lecturer?