



# MUA

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**MARONDERA UNIVERSITY**  
OF AGRICULTURAL SCIENCES AND TECHNOLOGY

## **ACADEMIC STAFF RECOGNITION AWARDS POLICY**

**POLICY NO. ASRAP/25/26**

## **1.0 INTRODUCTION**

Marondera University of Agricultural Sciences and Technology (MUASt) is a state university established to advance agricultural sciences and technology in support of Zimbabwe's national development agenda. Guided by Vision 2030 and the Education 5.0 philosophy, MUASt is mandated to deliver teaching, research, innovation, industrialisation, and community engagement that contribute to sustainable socio-economic transformation and national prosperity.

In fulfilling this mandate, MUASt upholds a firm commitment to ethical conduct, transparency, accountability, and professionalism as enshrined in the National Integrity Pledge. The University recognises integrity as a foundational value that underpins institutional credibility, public trust, and long-term excellence.

MUASt further acknowledges that the achievement of its strategic goals and national obligations is driven by the dedication, innovation, and performance of its academic staff. Accordingly, the University is committed to fostering a culture of excellence, innovation, and integrity. In recognition of outstanding performance and exceptional contribution to the University's mandate, MUASt shall institute an annual Staff Awards Programme guided by objective, transparent, merit-based, and ethically grounded criteria.

## **2.0 RATIONALE**

MUASt's success in achieving its strategic goals and long-term vision depends largely on the commitment, creativity, and performance of its staff. Recognising and rewarding outstanding achievements serves to:

- 2.1 Motivate staff to maintain high standards of performance.
- 2.2 Promote a culture of excellence, accountability, and innovation.
- 2.3 Encourage alignment of individual performance with institutional strategic objectives.
- 2.4 Retain high-performing and dedicated staff.
- 2.5 Reinforce the University's values and mission.

## **3.0 PURPOSE OF THE POLICY**

The purpose of this policy is to provide a structured framework that guides the selection, evaluation, and awarding of academic staff for outstanding performance at the end of each year.

## **4.0 OBJECTIVES OF THE AWARDS PROGRAMME**

The Staff Awards Programme aims to:

- 4.1 Recognise and reward exceptional performance and dedication by staff.
- 4.2 Promote excellence in teaching, research, innovation, administration, and service delivery.

- 4.3 Encourage continuous improvement and professional growth.
- 4.4 Support the achievement of MUAŠT's strategic goals and long-term vision.
- 4.5 Foster teamwork, creativity, and innovation across all University units.

## 5.0 SCOPE OF THE POLICY

This policy applies to:

- 5.1 All academic staff (full-time).
- 5.2 All University faculties, institutes, departments, and administrative units.
- 5.3 The policy shall not apply to Executive except for long service awards.

## 6.0 CATEGORIES OF AWARDS

In order to recognise diverse forms of excellence and contribution to the University's mandate, MUAŠT shall confer annual prizes/awards across defined categories. These categories are designed to acknowledge outstanding performance in teaching, research, innovation, community engagement, and long-term service, in line with the University's strategic objectives and long-term vision. The prizes will be awarded in monetary value; and a decision on the quantum would be determined by the University management.

### 6.1 Awards Categories

#### 6.1.1 Excellence in Teaching Award

This award recognises an academic staff member who has demonstrated outstanding performance and innovation in teaching and learning during the award period.

The award shall consider, among other factors:

- 6.1.1.1 Demonstrated excellence in course delivery, assessment, and curriculum design.
- 6.1.1.2 Use of innovative, learner-centred, and technology-enhanced teaching methodologies.
- 6.1.1.3 Consistently positive student feedback and learning outcomes.
- 6.1.1.4 Contribution to curriculum review, development of new programmes, or improvement of existing courses.
- 6.1.1.5 Commitment to inclusive education, mentorship, and academic advising.
- 6.1.1.6 Alignment of teaching practices with Education 5.0 and MUAŠT's academic standards.

## 6.1.2 Research Excellence Award

This award recognises an academic staff member who has demonstrated outstanding performance in research and scholarly publication in support of the mandate of MUASt. The award aims to promote high-quality research outputs that contribute to knowledge generation, innovation, and national development.

The award shall recognise outstanding scholarly publications and research dissemination, with prizes differentiated according to the type of research output. The categories may include:

### 6.1.2.1 *Outstanding Scholarly Book Award*

Recognises an academic staff member who has authored or co-authored an outstanding scholarly book published by a reputable academic publisher that makes a significant contribution to knowledge in a relevant field.

### 6.1.2.2 *Outstanding Journal Article Award*

Recognises an academic staff member who has published an exceptional article in a peer-reviewed journal, particularly in reputable national or international journals.

### 6.1.2.3 *Outstanding Book Chapter Award*

Recognises a staff member who has contributed a high-quality chapter in an edited scholarly book published by a reputable academic publisher.

### 6.1.2.4 *Outstanding Conference Paper Award*

Recognises an academic staff member who has produced and presented an outstanding research paper at a recognised national or international academic conference, and where applicable, published in conference proceedings.

### 6.1.2.5 *Outstanding Working Paper or Research Report Award*

Recognises a staff member who has produced a high-quality working paper, policy paper, technical report, or discussion paper that contributes to academic debate, policy development, or practical problem solving.

The award value on each nomination criterion above shall be determined by the Staff Reward Committee, and consideration shall be given to the following:

- 6.1.2.6 Originality and scholarly contribution of the publication, including whether the work is empirical, conceptual, theoretical, or applied in nature.

- 6.1.2.7 Institutional affiliation, with priority given to publications where the author(s) have clearly indicated MUASt as their institutional affiliation at the time of publication.
- 6.1.2.8 Relevance of the research focus, particularly publications that contribute to rural transformation, applied sciences, technology development, and national development priorities.
- 6.1.2.9 Quality and reputation of the publishing outlet, taking into account whether the publisher, journal, or conference is national, regional, or international in scope and standing.
- 6.1.2.10 Evidence of peer review or recognised academic quality assurance processes, where applicable.
- 6.1.2.11 Number and consistency of publications produced within the award year or review period.
- 6.1.2.12 Authorship contribution, recognising the level of contribution such as single authorship, first/lead authorship, or co-authorship.
- 6.1.2.13 Alignment of the research with the strategic priorities of MUASt.

### **6.1.3 Innovation Excellence Award**

This award is intended to recognise a staff member who has demonstrated exceptional creativity and innovation through the development and application of new ideas, technologies, or processes that contribute to the advancement of MUASt and society.

The award shall be based on the following criteria:

- 6.1.3.1 Development of patents, prototypes, technologies, or innovative solutions.
- 6.1.3.2 Generation of commercialisable products, services, or intellectual property.
- 6.1.3.3 Translation of research into practical applications, industry partnerships, or technology transfer.
- 6.1.3.4 Contribution to industrialisation, entrepreneurship, and problem-solving in society.
- 6.1.3.5 Demonstrated impact of the innovation within the University, industry, or community.

### **6.1.4 Community Engagement and Outreach Award**

This award recognises an academic staff member who has demonstrated outstanding commitment to community engagement,

extension services, and societal impact in line with MUASt's mission.

The award shall consider:

- 6.1.4.1 Design and implementation of impactful community-based projects.
- 6.1.4.2 Application of academic expertise to address community, industry, or national challenges.
- 6.1.4.3 Active participation in extension services, outreach programmes, and stakeholder engagement.
- 6.1.4.4 Demonstrable positive impact on livelihoods, skills development, or policy influence.
- 6.1.4.5 Promotion of university-community partnerships and sustainable development initiatives.

#### **6.1.5 Emerging Academic Excellence Award**

This award is intended to recognise early-career academic staff who have demonstrated exceptional potential, innovation, and performance beyond normal expectations.

Eligibility and consideration shall include:

- 6.1.5.1 Academic staff with less than five years in service or at an early stage of their academic career.
- 6.1.5.2 Evidence of excellence in teaching, research, innovation, or community engagement.
- 6.1.5.3 Rapid professional growth, initiative, and leadership potential.
- 6.1.5.4 Contribution to MUASt's strategic priorities and Education 5.0 philosophy.
- 6.1.5.5 Commitment to continuous professional development and academic advancement.

#### **6.1.6 Outstanding International Collaboration Award**

This award recognises a staff member who has demonstrated exceptional leadership or participation in international research collaborations that enhance the global visibility, research capacity, and academic reputation of MUASt.

The award honours staff whose collaborative efforts with international universities, research institutions, industry partners, or development organisations have resulted in impactful research outputs, knowledge exchange, and institutional partnerships.

The award shall be based on the following criteria:

- 6.1.6.1 Establishment or active participation in international research collaborations or partnerships.
- 6.1.6.2 Joint research publications, conference presentations, or scholarly outputs with international partners.
- 6.1.6.3 Successful attraction or participation in international research grants, projects, or funded programmes.
- 6.1.6.4 Contribution to capacity building, including joint supervision of postgraduate students, staff exchanges, or research training initiatives.
- 6.1.6.5 Evidence that the collaboration has enhanced the global visibility and reputation of MUASt.
- 6.1.6.6 Demonstrated impact of the collaborative research on knowledge generation, innovation, policy, industry, or societal development.

#### **6.1.7 First Grant of the Year Award**

This award is intended to recognise a staff member who secures the first externally funded research or development grant for MUASt in a given calendar year, thereby demonstrating initiative in resource mobilisation and contributing to the advancement of research, innovation, and institutional growth. The award shall be based on evidence of signed contract for the award of the grant, with MUASt formally recognised as the host or implementing institution.

#### **6.1.8 Highest Grant Value Award**

The Highest Grant Value Award recognizes a staff member who has secured the highest total monetary value of externally funded grants for MUASt within a given calendar or academic year. The award celebrates excellence in research leadership, resource mobilization, and contribution to strengthening the university's research capacity and financial sustainability. The nomination must include official documentation confirming the grant award, including:

- 6.1.8.1 Award letter from the funding agency.
- 6.1.8.2 Grant value and funding duration.
- 6.1.8.3 Role of the nominee (Principal Investigator or Co-Investigator).
- 6.1.8.4 The funded project should align with MUASt's research priorities, innovation agenda, or national development goals.

### **6.1.9 DPhil/MPhil Supervision Award**

This award recognises an academic staff member who has demonstrated excellence in the supervision and mentorship of postgraduate research students, particularly at Doctor of Philosophy (DPhil) and Master of Philosophy (MPhil) levels, leading to successful completion of high-quality research in line with MUASt unique mandate. The award aims to promote strong postgraduate supervision, research capacity building, and timely completion of postgraduate studies at MUASt.

#### **Nomination Criteria**

In assessing nominations, consideration shall be given to the following:

- 6.1.9.1 Successful supervision of DPhil and/or MPhil students to completion within the expected time frame.
- 6.1.9.2 Number of postgraduate students supervised or co-supervised during the review period.
- 6.1.9.3 Quality of the supervised research, including publications, conference presentations, or other scholarly outputs produced by the students.
- 6.1.9.4 Evidence of effective mentorship and academic guidance provided to postgraduate students.
- 6.1.9.5 Contribution to building research capacity within the University through postgraduate training.
- 6.1.9.6 Joint publications or research collaborations with supervised postgraduate students.
- 6.1.9.7 Recognition of the supervisor's role by internal and external examiners or Senate, where applicable.
- 6.1.9.8 Alignment of the supervised research with the research priorities and strategic mandate of MUASt.

### **6.1.10 Lifetime Contribution to Academia Award**

This award recognises long-serving academic staff members who have made sustained and distinguished contributions to teaching, research, innovation, institutional development, and national service over an extended period.

The award shall acknowledge cumulative impact rather than single-year performance and shall be conferred based on clearly defined service periods as follows:

#### 6.1.10.1 Service Period Categories

- I. **5 Years of Service Award** - Recognition of consistent commitment, reliability, and contribution to teaching, research, and University service.
- II. **10 Years of Service Award** - Recognition of sustained performance, mentorship of students and junior staff, and meaningful contribution to academic and institutional development.
- III. **15 Years of Service Award** - Recognition of long-term excellence, leadership roles, curriculum development, research productivity, and community engagement.
- IV. **20 Years of Service Award** - Recognition of distinguished service, institutional leadership, strategic contribution, and significant national or international academic impact.
- V. **25 Years and Above of Service Award** - Recognition of exceptional lifetime dedication, transformative influence on the University and discipline, legacy-building contributions, and enduring service to academia and national development.

#### 6.1.10.2 Consideration Criteria

Consideration for this award shall include:

- I. Length and continuity of service at MUASt or within the national higher education system (as approved by University Management).
- II. Sustained excellence in teaching, research, innovation, and supervision.
- III. Leadership roles held within the University or academic profession.
- IV. Contribution to institutional growth, policy development, and capacity building.
- V. Demonstrated adherence to ethical standards, integrity, and professionalism.

#### 6.1.11 Ethical Conduct and Professionalism Award

This award is intended to recognise both academic staff member who consistently demonstrates exceptional ethical conduct, professionalism, and commitment to the core values of MUASt. The award honours individuals whose actions promote a positive work environment and uphold the integrity and reputation of the University.

The award shall be based on the following criteria:

- 6.1.11.1 Demonstration of honesty, integrity, and ethical behaviour in the execution of duties.
- 6.1.11.2 Consistent display of respect, professionalism, and collegiality toward colleagues, students, and stakeholders.
- 6.1.11.3 Acts of kindness, support, or assistance that positively influence the University community.
- 6.1.11.4 Upholding and promoting the core values, policies, and standards of the University.
- 6.1.11.5 Behaviour that enhances the reputation and image of MUASt.

#### **6.1.12 MUASt Ambassador Award**

This award is intended to recognise an academic staff member who has made outstanding contributions to promoting the visibility, reputation, and strategic positioning of MUASt at local, national, regional, or international levels. The award honours individuals who actively represent the University through academic, professional, and community engagements, and who serve as exemplary ambassadors of the institution's values and mission.

The award shall be based on the following criteria:

- 6.1.12.1 Demonstrated active representation of MUASt in conferences, public forums, media engagements, or professional platforms at local, national, regional, or international levels.
- 6.1.12.2 Contribution to enhancing the visibility and reputation of the University through academic, professional, or public engagement activities.
- 6.1.12.3 Initiation or strengthening of strategic partnerships and collaborations with academic institutions, industry, government, or civil society.
- 6.1.12.4 Engagement in community outreach and knowledge dissemination activities that reflect positively on MUASt.
- 6.1.12.5 Receipt of recognitions, awards, or professional appointments that bring distinction to the University.
- 6.1.12.6 Demonstration of professionalism, integrity, and commitment to promoting the values and image of MUASt.
- 6.1.12.7 Recovery of Lost/Stolen Items Award

### **6.1.13 Recovery of Lost/Stolen Items Award**

This award is intended to recognise a staff member who demonstrates exceptional integrity, responsibility, and commitment to safeguarding University property through the recovery or facilitation of the recovery of lost or stolen items belonging to MUASt and its stakeholders.

The award shall be based on the following criteria:

- 6.1.13.1 Successful recovery of lost or stolen University property or valuable items belonging to the institution.
- 6.1.13.2 Initiative and diligence shown in identifying, securing, and reporting the recovered item through appropriate University channels.
- 6.1.13.3 Demonstration of honesty, integrity, and accountability in handling the recovered property.
- 6.1.13.4 Contribution to the protection and preservation of University assets and promotion of a culture of responsibility within the institution.
- 6.1.13.5 Compliance with University procedures in reporting and handing over the recovered items to the relevant authorities or departments.

## **7.0 SELECTION CRITERIA**

Selection shall be based on **objective and measurable indicators**, including but not limited to:

- 7.1 Teaching effectiveness and innovation
- 7.2 Research output, grants, and publications
- 7.3 Contribution to curriculum development
- 7.4 Student mentorship and supervision
- 7.5 Community engagement and societal impact
- 7.6 Contribution to MUASt's strategic objectives
- 7.7 Ethical Conduct and Professionalism
- 7.8 International Collaboration

## **8.0 NOMINATION PROCESS**

- 8.1 Call for nominations shall be issued annually by the Office of the Registrar.
- 8.2 Nominations must be supported by documented evidence of achievement.
- 8.3 Self-nominations shall not be permitted unless otherwise approved.
- 8.4 Submissions must meet specified deadlines in line with diarized meetings of the selection Committee.

**9.0 AWARD COMMITTEE ESTABLISHMENT**

- 9.1 The University Management shall appoint the Award Committee to consider awards nominations and related business as deemed necessary.
- 9.2 The Committee shall ensure fairness, transparency, and confidentiality

**10.0 APPROVAL AND AWARDING**

- 10.1 Recommendations of the Award Committee shall be submitted to University Management for approval.
- 10.2 Awards shall be conferred at an official University event at the end of each academic year.
- 10.3 Awards may include certificates, trophies, citations, or other forms of recognition as approved by the University Management.

**11.0 ETHICAL CONSIDERATIONS**

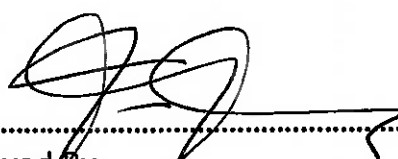
- 11.1 The process shall uphold integrity, transparency, and impartiality.
- 11.2 Conflict of interest shall be declared and managed accordingly.
- 11.3 Decisions of the Staff Award Committee with the confirmation of the University Management shall be final.

**12.0 MONITORING AND REVIEW**

- 12.1 This policy shall be reviewed every two (2) years or as necessary
- 12.2 Amendments shall be approved by relevant University authorities

**13.0 EFFECTIVE DATE**

- 13.1 This policy shall take effect upon approval by the appropriate MUAAT governing authority.

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Approved By 

Date.....08/06/26.....

**Professor Justice Nyamangara**  
**Vice Chancellor**  
**Marondera University of Agricultural Sciences and Technology**