



## UNIVERSITY OF ALBERTA

### THE FACULTY OF SCIENCE GRADUATE MENTORING AWARD

#### **Purpose of the Award**

This award aims to recognize those faculty members who are extraordinary in mentoring the next generation of young scientists, professionals, and scholars in our Faculty.

The Award consists of a plaque and a prize of \$2000, payable directly to the awardee. The name of the faculty member selected every year will be added to the Faculty of Science website.

There will be only one award each year. Only one nomination per department will be accepted. Only one award will be given to an individual during their career at the Faculty of Science.

#### **Nomination Package**

1. A nomination letter from the Associate Chair (Graduate). The letter should not exceed 500 words and it should address how the professor is an extraordinary mentor to graduate students, young scientists, and young professionals in our Faculty.
2. Letters of support from graduate students (minimum 3 and maximum 5), indicating how their interactions with his/her professor made a significant difference to their careers. Each letter must not exceed 500 words and must also include present address, contact information, and relationship to the nominee (this information is not included in the word count).

#### **Procedure**

Each department may submit only one nomination.

The Associate Chair (Graduate) collaborates with the Graduate Students' Association in each department to identify the nominee. The graduate students coordinate assembling the nomination material, and submit the nomination material to the department's Associate Chair (Graduate). To facilitate receiving letters of support when requested, only letters from current graduate students and those graduated in the last five years will be considered.

The Associate Chair will meet with the graduate students, review the material, and provide advice on strengthening the nomination, as required. *The Associate Chair submits the material to the Associate Dean (Graduate), on behalf of the graduate students.*

The Associate Dean (Graduate) chairs the selection committee, which consists of faculty members from four different departments who are identified by their respective Associate Chair (Graduate) as well as two graduate student representatives chosen by the Associate Dean (Graduate) in collaboration with Science departments' graduate student associations. The choice of departments to include on a given selection committee is made with the aim of rotating departmental representation and, when possible, of including a department that is not putting forward a nomination in that year. A department will be represented by either a faculty member or a student but not both on any given committee. The ranking of nominees is done electronically and a meeting will be called, if necessary, to make a final decision.

#### **Nomination Deadline and Submission**

Nomination deadline is February 15th of every year (or the preceding Friday). Nomination material should be assembled as a single PDF file and sent electronically to [scigrdea@ualberta.ca](mailto:scigrdea@ualberta.ca).