

Nomination Form

Dr. Geraldine Thomas *Educational Leadership Award*

Saint Mary's University has many faculty who are working within their departments, Faculties, or across campus to develop, enhance and promote the quality of learning and teaching. Their efforts ensure that colleagues and students alike benefit from activities as diverse as leading initiatives aimed at supporting the teaching and learning function; offering workshops; developing policies and programs aimed at enhancing teaching performance; participating in and disseminating classroom research techniques; designing innovative curriculum; developing a scholarly approach to teaching and learning; and/or serving on committees or working with groups to improve instruction.

The Dr. Geraldine Thomas Educational Leadership Award was created to encourage and support these efforts and to recognize faculty members for their contributions to the improvement of teaching and learning at Saint Mary's.

Educational Leadership Award 2012

See reverse page for eligibility, criteria and nomination procedures

We, the undersigned, nominate

Professor _____ **Department** _____

Nominators (please print)	Department	Phone	Signature
* 1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

* *Primary nominator/contact person*

**Submit Nomination Form to the Centre of Academic and Instructional Development, MM202,
by closing on Friday, February 24, 2012**

**Written Documentation: In support of this nomination, written documentation will be submitted to the
Centre for Academic and Instructional Development by Friday, March 24, 2012.**

*Unless otherwise directed by the nominee or nominators, a complete copy of the nomination package will be provided to
the nominee following the selection process.*

For further information, please contact the Centre for Academic and Instructional Development, caid@smu.ca or 420-5088

Dr. Geraldine Thomas Educational Leadership Award

Purpose: to recognize a faculty member's excellence in, and long-term commitment to, the improvement of teaching within Saint Mary's University, and possibly beyond.

Eligibility: The award is open to faculty members who have completed at least five years of teaching service at Saint Mary's. Department Chairs are eligible as are recipients of teaching awards. Academic administrators (Presidents, Vice-Presidents and Deans) are not eligible for nomination.

Selection Committee will be a sub-committee of the Quality of Teaching Committee.

Criteria: The Selection Committee will look for evidence that the nominee has provided leadership in developing institutional structures and processes, and in pursuing activities that help create an environment at Saint Mary's University in which teaching excellence is fostered and appreciated. For example, the nominee might have:

- participated in organizing Saint Mary's ongoing efforts to improve the quality of instruction offered to students;
- mentored colleagues, either formally or informally, in efforts to improve their teaching;
- provided guidance to new faculty members;
- organized or participated actively in workshops, symposia, conferences on university teaching;
- been individually engaged in, or led collaborative efforts leading to, innovation in teaching approaches and subject-specific strategies, pedagogical materials development, and evaluation of learning, or,
- developed a scholarly approach to teaching and learning.

Nomination Deadlines:

1. A Call for Nominations will be issued by the CAID by **January 13, 2012**.
2. A Nomination Form should be submitted to the CAID by **Feb. 23, 2012**.
3. A Nomination Package should be submitted to the CAID by **Mar 24, 2012**.

Nomination Package (written documentation) should include:

- a cover letter from the primary nominator outlining the rationale/supportive reasoning for the nomination, including evidence of the candidate's major strengths;
- two additional letters of support from any of the four co-nominators with personal experience of the nominee's activities (maximum 2-pages per letter);
- maximum 4-page curriculum vitae or teaching dossier focused on the nominee's contributions to the enhancement of teaching and learning;
- a one-two page statement (dated, signed) from the nominee about his/her philosophy of teaching and educational development;
- any documentary evidence relevant to the nominee's work in this area;
- copy of a citation for any relevant award previously received by the nominee.

When appropriate, the winner of this award will become Saint Mary's nominee for related regional and/or national awards. To meet criteria for other awards, applicants for this Award are required to follow the above guidelines for a maximum of 20 pages.

*Nomination forms and additional information can be found at www.smu.ca/administration/caid
If you have questions, please contact the Centre for Academic and Instructional Development, caid@smu.ca
or 420-5088*