

# 2023-24 ANNUAL CALL FOR NOMINATIONS

## Academic Federation Award for EXCELLENCE IN GRADUATE AND PROFESSIONAL TEACHING OR MENTORING

All members of the University community (students, faculty, staff, and alumni) are invited to nominate members of the Academic Federation for the Academic Federation Excellence in Graduate and Professional Teaching or Mentoring Award.

**QUALIFICATIONS:** An Award for Excellence in Graduate and Professional Teaching or Mentoring may be given annually to an Academic Federation member for demonstrated excellence in mentoring, training and teaching graduate and professional students, or interns and residents at UC Davis. All Academic Federation members engaged in these tasks are eligible for this award, regardless of whether they hold an Academic Federation teaching title.

The nomination should identify excellence and innovation in a broad range of mentoring, training and/or teaching activities that the nominees performed in their interaction with graduate and professional students in laboratories, clinics, during research, fieldwork, training, and other activities.

**NOMINATIONS:** Nominations should be in the form of a letter describing the attributes and accomplishments of the nominee. The letter should include specific examples related to the qualification criteria, but be no longer than three double-spaced typewritten pages. It should describe the characteristics that set the nominee apart from their colleagues as an excellent mentor and teacher. Letters written for confidential personnel actions (current or previous actions) cannot be submitted as supporting documentation or nomination letters unless accompanied by the author's approval that their letter be used for this award nomination. All nominations must be either student- or peer-submitted. Self-nominations will not be accepted. Students especially are encouraged to submit nominations.

### **Nominations must include:**

- A completed nomination form: <https://academicfederation.ucdavis.edu/grants-awards>
- One letter of nomination
- Three to five letters of recommendation, at least two of which should be from students and/or trainees who benefited directly from the nominee's advising, mentoring, and teaching, and one from the department chair or a colleague, who are familiar with the nominee's qualifications
- Student evaluations and comments from three courses taught by the nominee in the last two years or other student evaluation data that are relevant to the nominee's qualifications for this award. Evaluations may be obtained by contacting the nominee's department
- A list of students and trainees for whom the nominee has served as a major mentor and teacher

**REQUIREMENTS FOR SUBMISSION:** All nomination materials must be submitted and received as one PDF by the deadline. Incomplete nomination materials will not be reviewed or considered by the committee. It is the responsibility of the nominator to ensure the packet is complete. Submit nominations to the Academic Federation Awards inbox at [afawards@ucdavis.edu](mailto:afawards@ucdavis.edu).

**DEADLINE:** Thursday, December 14, 2023

Questions concerning nominations may be addressed to [afawards@ucdavis.edu](mailto:afawards@ucdavis.edu).