Dean’s Advisory Committee on Faculty Awards

Rationale

The Faculty of Engineering and Applied Science seeks to recognize and appreciate excellence of faculty teaching, research, service, and staff members. Also, it actively promotes its faculty and staff members for national and international awards and honors. These awards and honors recognize the excellence of the individual and also promote the Faculty in building its national and international reputation.

Purpose

The Awards Committee has a role to recognize faculty and staff through awards; increase the number of submitted nominations; and to improve the FEAS success rate for awards and honors from outside the Faculty. For example, each year the Committee could recommend one or more candidates for University awards, such as the Terra Nova Young Innovator Award, the President’s Awards for Outstanding Research and Teaching, and the John Lewis Paton Distinguished University Professorship.

Committee Responsibilities

This committee is responsible for handling awards and honors processes within the Faculty. Its specific responsibilities are to:

- Prepare assessments and ranking of candidates, and make recommendations to the Dean for Faculty awards. These include the Teaching Excellence Award, Research Excellence Award, Graduate Supervision Excellence Award, Outstanding Service Award, Outstanding Contribution Award, Exemplary Service Award and Outstanding Contributor Award of the Faculty of Engineering and Applied Science.

- Identify nominees and nominators for awards from the Faculty, discipline societies, professional associations, as well as membership upgrades if appropriate and other possible external awards.

- Actively encourage potential nominators to prepare nominations of candidates worthy of receiving awards, thereby ensuring a good pool of candidates for each award.

- Recommend changes to the Dean where necessary to award criteria and nomination procedures.
Composition

The committee shall be appointed by the Dean for a period of 3 years (renewable) and be comprised of five faculty members (with balanced representation across different departments), an administrative staff member and a technical staff member. The Dean will appoint the Chair of the Committee.

An additional staff member will assist to provide administrative support by collecting and preparing nomination materials for the committee.

<table>
<thead>
<tr>
<th>FACULTY AWARDS COMMITTEE MEMBERS</th>
<th>Member Status</th>
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<tbody>
<tr>
<td>John Quaicoe</td>
<td>Chair (2013-XXXX) Current</td>
</tr>
<tr>
<td>Dan Walker</td>
<td>Member (2013-2016) (ONAE Rep) Completed</td>
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<tr>
<td>Sam Nakhla</td>
<td>Member (2013-XXXX) (MECH Rep) Current</td>
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<tr>
<td>Helen Zhang</td>
<td>Member (2013-2016) (CIV Rep) Completed</td>
</tr>
<tr>
<td>Theo Norvell</td>
<td>Member (2013-2016) (ECE Rep) Completed</td>
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<tr>
<td>Shafiq Alam</td>
<td>Member (2013-2014) (PROC Rep) Completed</td>
</tr>
<tr>
<td>Kelly Hawboldt</td>
<td>Member (2014-XXXX) (PROC Rep) Current</td>
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<tr>
<td>Barb Elliott</td>
<td>Member (2013-XXXX) (Admin Rep) Current</td>
</tr>
<tr>
<td>Stephen Foote</td>
<td>Member (2013-2014) (Tech Rep) Completed</td>
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<tr>
<td>Craig Mitchell</td>
<td>Member (Feb 2014-June 2014) (Tech Rep) Completed</td>
</tr>
<tr>
<td>Debbie Whelan</td>
<td>Secretary (2013-XXXX) Current</td>
</tr>
<tr>
<td>Caroline Koenig</td>
<td>Member (2016-2017) (Tech Rep) Completed</td>
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<tr>
<td>Xiaodong Liang</td>
<td>Member (2016-XXXX) (ECE Rep) Current</td>
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<tr>
<td>Claire Avery</td>
<td>Member (2016-XXXX) (Co-op Rep) Current</td>
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<tr>
<td>Cathy Burton</td>
<td>Member (2016-XXXX) (Dept. Assist,) Current</td>
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<tr>
<td>Joe Daraio</td>
<td>Member (2016-XXXX) (CIV Rep) Current</td>
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<tr>
<td>David Molyneux</td>
<td>Member (2016-XXXX) (ONAE Rep) Current</td>
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</table>
1. Award for Teaching Excellence

Purpose
The purpose of the Dean’s award for teaching excellence is to recognize outstanding contributions to teaching in the Faculty in one or more of the following areas: teaching effectiveness; teaching innovation; and teaching scholarship and leadership.

Award
The award consists of a framed certificate and a cash award of $500 or grant of $1000 to be used in support of teaching activities. The name of the recipient will be inscribed on an official plaque displayed in the Lobby of the S.J. Carew Building, as well as on the Faculty website. The achievements and contributions of the recipients will also be officially recognized in the Faculty newsletter and Benchmarks.

Eligibility
Faculty members (both tenured and non-tenured) who have served at least 5 academic years in the Faculty prior to nominations are eligible; with the exception of the Dean and Associate Deans. No individual shall receive the award more than once.

Criteria
The selection criteria include sustained superior performance in one or more of the teaching areas over a minimum of 5 academic years of appointment in the Faculty prior to the awarding of the distinction. Teaching effectiveness include excellence in classroom, laboratory, design labs, and/or undergraduate student supervision, as well as in distance or web-based teaching. Teaching innovation include the development of new and effective teaching methods in the classroom, laboratory, design labs, and/or the development of computer software, teaching aid, or new technology to aid in faculty teaching. Teaching scholarship and leadership include scholarly publications on engineering teaching, and/or textbooks or teaching manuals, and/or the development of activities that promote teaching in the Faculty. In a year that no nominations meet the criteria, no award will be given.

Nomination Procedures
The Dean will invite nominations once each academic year. Faculty, staff, or full-time students enrolled in the engineering program may nominate a faculty member. Nominations should be accompanied by evidence and a dossier of materials sufficient to permit assessment of claims made by the nominator.

Deadline for Nominations
The deadline for nominations will be in October/November of each year. The presentation of the award will be made at the Dean’s Christmas Breakfast Meeting in December.

Nomination Form
2. Award for Research Excellence

Purpose

The purpose of the award for research excellence is to recognize faculty members for outstanding research accomplishments and significant contribution to advancing the Faculty’s national and international reputation for research excellence.

Award

The award consists of a framed certificate and a cash award of $500 or grant of $1000 to be used in support of research activities. The name of the recipient will be inscribed on an official plaque displayed in the Lobby of the S.J. Carew Building, as well as on the Faculty website. The achievements and contributions of the recipients will also be officially recognized in the Faculty newsletter and Benchmarks.

Eligibility

The criteria for eligibility include sustained superior performance in research over a minimum of 5 academic years in the Faculty prior to the awarding of the distinction. Faculty members (both tenured and non-tenured) who have served at least 5 academic years in the Faculty prior to nomination are eligible, with the exception of the Dean and Associate Deans. No individual shall receive the award more than once.

Criteria

The selection criteria include sustained and outstanding research achievement of excellent quality as documented through a body of published peer-reviewed work or acceptable demonstration of creative and/or design activities and outstanding contributions to their scholarly disciplines in engineering. In a year that no nominations meet the criteria, no award will be given.

Nomination Procedures

The Dean will invite nominations once each academic year. Faculty, staff, or full-time students enrolled in the engineering program may nominate a faculty member. Nominations should be accompanied by evidence and a dossier of materials sufficient to permit assessment of claims made by the nominator.

Deadline for Nominations

The deadline for nominations will be in October/November of each year. The presentation of the award will be made at the Dean’s Christmas Breakfast Meeting in December.

Nomination Form
3. Award for Excellence in Graduate Supervision

Purpose

The purpose of the award for excellence in graduate supervision is to recognize and encourage excellence in graduate student supervision.

Award

The award consists of a framed certificate and a cash award of $500 or grant of $1000 to be used for graduate student support. The name of the recipient will be inscribed on an official plaque displayed in the Lobby of the S.J. Carew Building, as well as on the Faculty website. The achievements and contributions of the recipients will also be officially recognized in the Faculty newsletter and Benchmarks.

Eligibility

The criteria for eligibility include sustained graduate student supervision over a minimum of 5 academic years prior to the awarding of the distinction. Faculty members (both tenured and non-tenured) who have served at least 5 academic years in the Faculty prior to nomination are eligible, with the exception of the Dean and Associate Deans. No individual shall receive the award more than once.

Criteria

The selection criteria include mentoring, advising, helping students secure research funding, scholarships and awards, involving students in valuable research opportunities, guiding students through to the completion of their degree, and preparing them for a successful career. In a year that no nominations meet the criteria, no award will be given.

Nomination Procedures

The Dean will invite nominations once each academic year. Faculty, staff, and current or former students in the engineering program may nominate a faculty member. Nominations should be accompanied by evidence and a dossier of materials sufficient to permit assessment of claims made by the nominator.

Deadline for Nominations

The deadline for nominations will be in October/November of each year. The presentation of the award will be made at the Dean’s Christmas Breakfast Meeting in December.

Nomination Form
4. Award for Outstanding Academic Service

Purpose

The purpose of the award for outstanding academic service is to recognize the exceptional contribution of faculty members of the Faculty of Engineering and Applied Science.

Award

The award consists of a framed certificate and a cash award of $500 or grant of $1000. The name of the recipient will be inscribed on an official plaque displayed in the Lobby of the S.J. Carew Building, as well as on the Faculty website. The achievements and contributions of the recipients will also be officially recognized in the Faculty newsletter and Benchmarks.

Eligibility

The criteria for eligibility include sustained contributions to the Faculty over a minimum of 3 academic years prior to the awarding of the distinction. Faculty members (both tenured and non-tenured) who have served at least 3 academic years in the Faculty prior to nomination are eligible, with the exception of the academic administrators. No individual shall receive the award more than once.

Criteria

The selection criteria include, but are not limited to: participation in Faculty and University academic committees; leadership in Faculty initiatives; involvement with student-related initiatives and issues; representation of the Faculty to the community; and, representation of the Faculty to the profession. In a year that no nominations meet the criteria, no award will be given.

Nomination Procedures

The Dean will invite nominations once each academic year. Faculty, staff, and current or former students in the engineering program may nominate a faculty member. Nominations should be accompanied by evidence and a dossier of materials sufficient to permit assessment of claims made by the nominator.

Deadline for Nominations

The deadline for nominations will be in October/November of each year. The presentation of the award will be made at the Dean’s Christmas Breakfast Meeting in December.

Nomination Form
5. Award for Exemplary Service

Purpose

The purpose of the award for exemplary service is to recognize and appreciate the exceptional contribution of members of the non-academic staff of the Faculty of Engineering and Applied Science, who always make an extra effort, contribute significantly to the success of the Faculty every day, and consistently provide outstanding support and assistance.

Award

The award consists of a framed certificate and a cash award of $500. The name of the recipient will be inscribed on an official plaque displayed in the Lobby of the S.J. Carew Building, as well as on the Faculty website. The achievements and contributions of the recipients will also be officially recognized in the Faculty newsletter and Benchmarks.

Eligibility

All non-academic staff with permanent or limited appointment in the Faculty of Engineering and Applied Science are eligible to be nominated for this award provided the candidate has served in the faculty for a minimum of 2 years prior to the nomination. No individual shall receive the award more than once.

Criteria

Demonstrated record of service superior to that normally expected of staff members in the Faculty. Nominations will be accompanied by a dossier consisting of evidence that the nominee’s service has had a significant positive impact on faculty, students, staff, university visitors, as well as enhance the reputation of the Faculty. In a year that no nominations meet the criteria, no award will be given.

Nomination Procedures

The Dean will invite nominations once each academic year. Faculty members, students, and staff may submit nominations. Nominations should be accompanied by evidence and a dossier of materials sufficient to permit assessment of claims made by the nominator.

Deadline for Nominations

The deadline for nominations will be in October/November of each year. The presentation of the award will be made at the Dean’s Christmas Breakfast Meeting in December.

Nomination Form
6. Outstanding Contributor Award

Purpose

The purpose of the Outstanding Contributor Award is to recognize an exceptional contribution to the Faculty of Engineering and Applied Science by any individual associated with the Faculty.

Award

The award consists of an engraved plaque to be given to the recipient with the name of the recipient inscribed on an official plaque displayed in the lobby of the S.J. Carew Building. The award will be recognized on the Faculty website, in the Faculty newsletter, in Benchmarks and in the Gazette.

Eligibility

The award is open to all persons associated with the Faculty, including but not limited to: academic and non-academic staff, students, alumni of the Faculty and the University and the general public.

Criteria

The award is to recognize a significant, substantial contribution to the Faculty. This could include, but not be limited to, significant effort to the growth of the Faculty through the development of new programs or disciplines, success in the development of new facilities, financial contributions of substantial size or any other contribution for which an individual is nominated and is seen by the review committee to be of sufficient significance to merit such an award. In a year that no nominations meet the criteria, no award will be given.

Nomination Procedures

The Dean will invite nominations once each academic year. Nominations will require three individuals to be listed as co-nominators, including at least one Faculty member and one current or former student. Nominations should be accompanied by evidence and a dossier of materials sufficient to permit assessment of claims made by the nominators.

Deadline for Nominations

The deadline for nominations will be in October/November of each year. The award will be presented to the recipient in a ceremony at a time and place appropriate.

Nomination Form
7. Distinguished Alumni Award

Purpose

The purpose of the Distinguished Alumni Award is to recognize outstanding alumni who have had exceptional career achievements and made significant impact on an employer, society, community, and/or industry.

Award

The award consists of an engraved plaque to be given to the recipient, along with the name of the recipient inscribed on an official plaque displayed in the S. J. Carew Building. The award will be recognized on the Faculty website, in the Faculty newsletter, and in Benchmarks.

Eligibility

The award is open to all Alumni of the Faculty of Engineering and Applied Science.

Criteria

The award is to recognize the outstanding accomplishments of an individual(s) who has applied their academic, including co-operative education, experience to further their goals and achievements throughout their career. The award process would involve reviewing the following criteria, including but not limited to: the alumni’s career history, contributions made to respective employer(s), entrepreneurial incentives, leadership and mentoring initiatives, community involvement, impact on society, life-long learning and professionalism in industry. The award is not limited to a specific industry. In a year that no nominations meet the criteria, no award will be given.

Nomination Procedures

The Dean will invite nominations once each academic year. Faculty, Academic Staff Members, Staff and current and former students of the program may nominate candidates. Nominations should be accompanied by evidence and sufficient material to permit assessment of claims made by the nominations.

Deadline for Nominations

The deadline for nominations will be in April of each year. The award will be presented to the recipient in a ceremony during the Faculty of Engineering and Applied Science Reunion held yearly, in October.

Nomination Form