2024 DEAN'S AWARDS
CALL FOR NOMINATIONS

Nominations must reach the Office of the Dean
no later than November 8, 2024.
Save the date: a celebratory ceremony will be held on December 5, 2024
where all awardees will be announced.

The Dean of the John Molson School of Business has established annual awards to recognize the faculty and staff members who support the School. These awards are to be granted once a year in recognition of the extraordinary contributions of the members of the John Molson School of Business community.

The awards are in the following categories:

Faculty:

- Excellence in Teaching
- Distinguished Scholarship
- Excellence in Academic Service

Staff:

- Outstanding Staff Contribution

Eligibility:

- All faculty members in the John Molson School of Business are eligible to be nominated for one or more of the awards, with the exception of the Dean and Associate Deans.
- All full-time staff members in the John Molson School of Business, with the exception of those who report directly to the Dean, are eligible to be nominated for the Outstanding Staff Contribution Award.
- The faculty or staff member who has not been a recipient of the equivalent award in the last five years is eligible. For the Distinguished Scholarship Award, faculty members may only receive the award once per category of award.

Nomination:

Members of the community are invited to nominate individuals or self-nominate once every academic year.

Any faculty or staff member in the John Molson School of Business with the exception of the Dean, Associate Deans and staff that report directly to the Dean, may submit a nomination for one or more of the Dean's Awards.

All nominations must be accompanied with sufficient documentation to assess the dossier as surpassing the norms of achievement. The adjudication will be based on the submitted dossier. No supplemental documentation will be requested by the Awards Committee.

Assessment:

The Awards Committee, chaired by an Associate Dean from John Molson School of Business, will evaluate the dossiers for the various categories of awards. The Awards Committee recommends to the Dean who shall be the awardees.

Value of Awards:

The awards consist of a certificate and one of the following:

- The winners will receive a certificate and a gift card in the amount of $500

AWARDS FOR EXCELLENCE IN TEACHING

Purpose of the Award:

The purpose of the Dean's Award for Excellence in Teaching recognizes superior performance in areas of teaching such as classroom teaching curriculum or program development, non-classroom pedagogical activities in the Faculty, and fostering an environment conducive to learning. Two awards are to be granted in each academic year (one full-time and one part-time)

Eligibility:

Any full-time or part-time faculty member from the John Molson School of Business is eligible if he/she meets the following requirements:

- The faculty member must have taught no fewer than six course sections in total in the Faculty in the current and previous two academic years combined
- The faculty member has not been a recipient of this award in the past five years

Applications from faculty members who are on leave without pay will not be considered.

Nominations:

- Nominations can be made by students and by full-time or part-time faculty members in the John Molson School of Business. Members are also allowed to self-nominate.
- Nominations from students currently enrolled in a course taught by the nominee are not accepted.
- The nominator is invited to provide a letter of support that provides the rationale for the worthiness of the nominee for such recognition.

Documentation Requested:

Dossiers for Excellence in Teaching must include the nomination information:

- A completed nomination form (see attached).
- A letter of nomination that is comprehensive, clearly stating the nominee's accomplishments in the following four areas (where applicable):
    - excellence and innovation in classroom teaching
    - excellence and innovation in course and curriculum development
    - excellence and innovation in non-classroom pedagogical activities, including supervision of graduate students and mentorship of student and junior colleagues
    - demonstrated ability to foster an environment of respect and inclusion that is conducive to the University's mission of research and learning
- Up-to-date and complete curriculum vitae
- Evidence of accomplishments highlighted in the nomination letter
- Teaching evaluations (please add evaluations to cover academic years when evaluations were conducted as it is understood that there is a gap during COVID)
- Two letters of support from students (each letter should be no more than three pages)
- An itemized list of all elements of the dossier should also be included

AWARDS FOR DISTINGUISHED SCHOLARSHIP

Purpose of the Award:

The purpose of the Dean's Award for Distinguished Scholarship is to motivate research excellence in the John Molson School of Business by recognizing and rewarding outstanding researchers in the faculty. An award is to be granted for excellence in research for deserving faculty members in each of the following categories: Emerging Scholar, Mid–career Scholar and Established Scholar.

Emerging Scholar Award: At the time of application, any tenured and tenure-track faculty member within six years of obtaining their PhD degree.

Mid-career Scholar Award: At the time of application, any tenured faculty member between seven and fourteen years of obtaining their PhD degree.

Established Scholar Award: At the time of application, any tenured faculty member having obtained their PhD degree fifteen years or longer.

Dossiers compiled in support of a nomination must include, but are not restricted to the following:

- A completed nomination form (see attached)
- A letter of nomination (maximum two pages) that highlights research output, and significance of results
- An up to date, complete curriculum vitae that highlights the nominee's record in research output and funding from external granting agencies as well as most significant contributions over the researcher's career
- Letters, of no more than three pages each, from two departmental colleagues or other recognized scholars in the field, describing the quality of research and contribution to knowledge, and the nominee's accomplishments in fostering an environment of respect that is conducive to the University's mission of research and learning
- An itemized list of all elements of the dossier should also be included

AWARD FOR EXCELLENCE IN ACADEMIC SERVICE

The Dean's Award for Excellence in Academic Service recognizes an exceptional record of academic service, normally including components both within and outside the John Molson School of Business. One award is to be granted in any given year.

Nominations must be accompanied by a dossier of materials sufficient to permit assessment of claims made by the nominator.

Dossiers compiled in support of a nomination for the award for Excellence in Academic Service must include:

- A completed nomination form (see attached)
- A letter of nomination that is comprehensive, clearly stating the merits of the case
- An up-to-date and complete curriculum vitae, including the nominee's committee and administrative work
- Evidence that the nominee's service has had a significant positive impact on the John Molson School of Business/Concordia University and has fostered an environment of respect and inclusion that is conducive to the University's mission
- Two letters of support from relevant sources
- An itemized list of all elements of the dossier should also be included

AWARD FOR OUTSTANDING STAFF CONTRIBUTION

The Dean's Award for Outstanding Staff Contribution to the John Molson School of Business by a Staff Member recognizes a record of service within the Faculty characterized by leadership, commitment, resourcefulness, and the fostering of an environment of respect and inclusion that is conducive to the University's mission of research and learning. One award is to be granted in any given year.

Nomination dossiers must include:

- A nomination form (see attached)
- A comprehensive nomination letter outlining the merits of the nominee
- Substantial supporting materials including at least two letters from faculty, staff, or students (in addition to the nominator) from within the candidate's department or other units
- Two other letters of support from relevant sources
- An itemized list of all elements of the dossier should also be included