

GRADUATE FACULTY MENTOR AWARD ANNOUNCEMENT

The Graduate School annually honors an outstanding faculty mentor who places high value on and excels in mentoring graduate students. Calls for nominations for the award are made each spring and the award is made in the fall semester.

Criteria for Selection

1. Nominees must be tenured graduate faculty who hold the rank of associate or full professor and are presently employed full-time.
2. A nominee must have been active in graduate education at UNCW for a significant period of time as evidenced by:
 - Teaching excellence at the graduate level;
 - Chairing graduate committees;
 - Having an established record of mentoring students who have received their master's or doctoral degrees. There must be a record of these students completing their degree programs in a timely fashion; and,
 - Attracting graduate students to study at UNCW both through recruitment efforts and through having a visible and respected academic record.
3. A nominee must have demonstrated success in socializing students in their chosen profession. There should be clear evidence beyond formal classroom teaching of helping students to become established as independent scholars and professionals. This activity includes encouraging and helping students to establish their own publishing records, acquire external research funding, participate in conferences, and enter innovative research areas. The evidence presented may cover work with students after they have been awarded their degree as well as during graduate study.
4. A nominee must have demonstrated the ability to place students. Placing students includes advising students on placement practices, preparing students for continuing their graduate education and helping them gain admission into doctoral or professional programs at other institutions, or helping students find jobs, especially their first employment after earning a degree from UNCW.

Procedures for Selection

1. Nomination letters are invited from chairs or directors of academic units, colleagues, students or other appropriate persons within the university community. The nomination letter must establish the case for the nominee's receipt of this award. We advise that nominees be notified of the nomination as we will be contacting them quickly to get the rest of the required application information. The letter of nomination should be addressed and sent electronically to the dean of the Graduate School, mcnultycp@uncw.edu.
2. **Deadline for nominations is March 31.**
3. Once all nominations are received, we will request an application package from the nominee, to include:
 - An up-to-date vita;
 - A list of the nominee's students who have graduated;
 - A statement about where these students are now and what they have accomplished;
 - Two letters in support of the nomination;
 - An essay on his/her philosophy of mentoring.

The essay should be a precise statement (approximately three pages long) that describes the mentoring process appropriate to the nominee's discipline, responds to the various criteria noted here, and shows how the nominee has excelled in the mentoring role. Particular attention should be given to the faculty member's record of graduate mentoring at UNCW over the past several years.
 - A headshot of the nominee appropriate for inclusion in a university publication;
 - The whole package must be submitted electronically and sent to the dean, mcnultycp@uncw.edu.
4. **Deadline for application package is April 15.**
5. An award committee will review the total package of the nominee's graduate mentoring record and performance as a graduate teacher, and will make a final recommendation to the dean of the graduate school.
6. The recipient of the award will be recognized at the following university fall convocation at which time he/she will be presented a medallion and check. The Graduate School will publish the recipient's essay on mentoring for distribution to the campus and others interested in graduate education.