

# **OUTSTANDING GRADUATE MENTOR AWARDS 2019 - 2020**

**Guidelines and Procedures for Senate and non-Senate Faculty**

Committee on Outstanding Graduate Mentorship  
Academic Senate  
University of California, Santa Barbara



## **Purpose of the Award**

Mentoring graduate students is a vital component of our mission as a research university; it includes training graduate students for careers in research and teaching and preparing them to meet the highest professional and ethical standards as scholars and educators.

Outstanding mentoring sets standards for improving current practice and passing on best practice as our students become mentors to the next generations of scholars. In recognition of our faculty who meet the highest standards in graduate mentoring, and to encourage improvement and innovation in mentoring in all areas of graduate education, the Academic Senate has created an award for graduate mentorship. Each year the Outstanding Graduate Mentor Award will recognize the contributions of up to three Senate or non-Senate faculty whose mentoring is considered exemplary.

This award program was initiated to encourage and reward excellence in mentoring graduate students on the Santa Barbara campus. Outstanding Graduate Mentor Award recipients receive a cash award of \$1,000 and a framed certificate.

## **Facets of Mentoring**

Mentorship of graduate students is a broad concept involving all stages of the graduate student cycle. Facets of outstanding mentorship include contributions to student recruitment, strong mentoring ethics, development of students' research and professional skills, career advice and placement, and fostering intellectual growth and critical thinking, and contributions to a climate which supports a diverse student population.

## **Eligibility**

All members of the Academic Senate who have chaired graduate committees and are currently engaged in graduate mentorship are eligible for nomination. Non-Senate academic appointees who have been authorized by Graduate Council to co-chair graduate committees may also be considered for an award.

## Stage 1: Call for Nominations

Current graduate students, recent alums of UCSB graduate programs, and colleagues may offer nominations of faculty members. The initial nomination should include a statement of 200-500 words, which may be included as one of the letters of support

### DEADLINE FOR NOMINATIONS

Nominations must be submitted online (<https://senate.ucsb.edu/~awards>) by **5:00pm on January 2, 2020.**

### NOMINEE NOTIFICATION

All eligible nominees will be notified of their nomination for the Outstanding Graduate Mentor Awards via email by **January 6, 2020.**

## Stage 2: Nominee Documentation

To be considered for an Outstanding Graduate Mentor Award, nominees must submit the following items:

- Data sheet of mentorship history (name, date, and disposition of former students)
- Three letters of support from current graduate students **and** three letters from former graduate students who were mentored at UCSB
- A reflective statement of the nominee's mentoring philosophy. The nominee should address mentoring goals, objectives, and experiences. **There is a 2-page maximum – document must be double-spaced using 11-point font (Times New Roman) with 1- inch margins.**
- Letters of support from two to three UCSB colleagues who have had the opportunity to observe the nominee in a mentoring role, one of whom could be the department chair

### SUBMISSION OF NOMINEE PACKET

All materials should be submitted in electronic format, through the link provided on the secure Academic Senate website (<https://senate.ucsb.edu/~awards>). Documents may be either in PDF or *Word* format.

**It is recommended that departmental staff provide assistance and support in assembling nominee packets.**

## **DEADLINE FOR NOMINEE PACKET**

All materials for the nominee packet must be submitted (uploaded to the website) by **5:00pm on February 5, 2020.**

**Late or incomplete nominee packets, as well as packets that do not follow the nominee documentation guidelines, will not be accepted.**

## **AWARD NOTIFICATION**

Each Outstanding Graduate Mentor Award recipient will be notified by a member of the Committee on Outstanding Graduate Mentors beginning the week of **March 30, 2020.** Nominees who were not selected for an award will be notified by email by **April 17, 2020.**

## **AWARDS RECOGNITION**

Award recipients will be honored at a public ceremony and reception at the April meeting of the Faculty Legislature to recognize their achievements.

### **Key Dates**

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|---|---------------------------|
| • <b>Deadline for nominations</b>         | January 2, 2020           |
| • Eligible nominees notified via email    | January 6, 2020           |
| • <b>Deadline for nominee packets</b>     | February 5, 2020          |
| • Recipient notifications                 | March 30 – April 10, 2020 |
| • Non-recipient notifications via email   | April 17, 2020            |
| • Award recognitions, Faculty Legislature | April 30, 2020            |