**SMU OUTSTANDING GRADUATE SUPERVISOR AWARD 2024**

**OFFICIAL NOMINATION FORM (SMU COMMUNITY)**

IMPORTANT NOTES AND INSTRUCTIONS:

1. Eligibility Criteria:
2. All full-time Tenure, Practice, Education track faculty members who have supervised at least two SMU doctoral (or four SMU master by research) students to completion.
3. Each nominee must be active in postgraduate research supervision in the last one year from May 2023 to May 2024, i.e., have supervised at least one active doctoral or master by research student during the indicated period.
4. Award Entitlement:
5. S$5,000
6. Award Plaque with Name Engraving
7. All nominations will be evaluated with reference to evidence of strength, positive impact and commitment to the support and development of the students’ postgraduate journey.
8. The College of Graduate Research Studies (CGRS) will receive all nomination submissions and support the University Graduate Supervision Committee (UGSC) comprising Dean, CGRS (Chair) and two faculty members at the schools (as determined by the UGSC Chair) in the evaluation process.
9. This Nomination Form is intended for SMU Community (Postgraduate Research Student or Alumni, Faculty Peer and/or Administrative Staff) who would like to nominate a SMU faculty member for the SMU Outstanding Graduate Supervisor Award.
10. All mandatory fields(\*) in the Official Nomination Form (SMU Community) are expected to be duly completed by both the Nominator and the Nominee.
11. Section A and Section B are to be completed by the Nominator (SMU Community). Section C and Section D are to be completed by the Nominee (SMU faculty nominated for the award). The Nominator may wish to consult the Nominee before nominating him/her for the award.
12. **The following documents must be submitted by the Nominator via this** [**link**](https://forms.office.com/Pages/ResponsePage.aspx?id=ynmKyZpakUeiQ_Bq_WdGTZUI8Ii6S6RAp2aHw5huOgBUMUhWS0xYTjU2WjQ2MzJKMlg3WjVPUjNOUy4u) **no later than 31 August 2024, 5.00pm (Singapore time, GMT+8). No other form of submission will be allowed.**
13. Completed Official Nomination Form (SMU Community)
14. Curriculum Vitae of Nominee
15. Results for the SMU Outstanding Graduate Supervisor Award 2024 will be announced during the Annual SMU Teaching Excellence Awards.
16. For any queries relating to the nomination process, please contact [cgrs@smu.edu.sg](mailto:cgrs@smu.edu.sg).

\*Denotes Mandatory Fields

|  |  |
| --- | --- |
| **Section A: Nominator’s Information – To be completed by Nominator (SMU Community)** | |
| Full Name:\* | Click or tap here to enter text. |
| School / Department:\* | Click or tap here to enter text. |
| Designation (if any): | Click or tap here to enter text. |
| Relationship to Nominee:\* *(e.g., Supervisee (Current Student/Alumni), Colleague)* | Click or tap here to enter text. |
| SMU’s Email Address:\* | Click or tap here to enter text. |
| **Section B: Nominee’s Information – To be completed by Nominator (SMU Community)** | |
| Full Name of SMU Faculty:\* | Click or tap here to enter text. |
| School / Department:\* | Click or tap here to enter text. |
| Faculty Designation:\* | Click or tap here to enter text. |
| Other past / present administrative position held at SMU in the last 5 years (if any): | Click or tap here to enter text. |
| SMU’s Email Address:\* | Click or tap here to enter text. |

|  |
| --- |
| **Section C\*: Nominee’s Reflection – To be completed by Nominee (SMU faculty nominated for the award)** |

1. **Nominee’s Achievements and Contributions**

In 1,000 words or less, please articulate your mentoring philosophy in the following areas: (a) Values/beliefs; (b) Goals; and (c) Strategies, and provide an impact narrative outlining contributions towards academic/professional development of graduate students.

Below are some indicators to guide your narration.

|  |  |
| --- | --- |
| **Guiding Excellence** | *Successful completion of degree through well-structured relationships and the willingness to invest time and effort in guiding and supporting students' personal and professional development.* |
| **Effective Communication** | *Demonstrable enthusiasm and commitment for the role to help students navigate through difficulties, academic or otherwise; establish transparent and reliable communication, with adequately prompt response to requests for meetings and feedback.* |
| **Academic Integrity** | *Promotes good scientific practice, research, and academic integrity.* |
| **Thought Leadership** | *Effectiveness in preparing students to be innovative scholars and thought leaders and helping them to make substantial contributions to their academic field.* |
| **Supportive Environment** | *Providing a supportive, inclusive, and conducive environment. This includes advocating for students, helping them to access resources, creating opportunities for them to succeed and demonstrating exceptional support through the planning for assessments and the PhD proposal/final defence.* |
| **Holistic Development** | *Support, encourage, and provide opportunities for personal development of students beyond the scope of their degree, while ensuring balance with core work.* |
| **Research Impact** | *Evidence of the impact and outcomes of research supervision, such as successful and timely completions and co-publication or production of other research outputs with or by their candidates.* |
| **Post-Graduation Support** | *Commitment to supporting the continued success and professional growth of students postgraduation, e.g., offering constructive employment and career advice, etc.* |

|  |
| --- |
| Click or tap here to enter text. |

1. **Other Information**

In 500 words or less, please include any additional information or other evidence of contributions and their significance to postgraduate education programmes at SMU.

Click or tap here to enter text.

|  |
| --- |
| **Section D\*: Testimonials from SMU Postgraduate Research Students and/or Alumni - To be completed by Nominee (SMU faculty nominated for the award)** |

**Option 1**:

Provide up to two students or alumni testimonials (maximum 2 pages each) that include specific examples and anecdotes of how your mentoring has positively impacted their postgraduate journeys and how it has contributed to their development.

|  |
| --- |
| **Type Student/Alumni Name 1 here** |
| Insert testimonial text here. |
| **Type Student/Alumni Name 2 here** |
| Insert testimonial text here. |

**Option 2**:

Alternatively, you may provide the names and email addresses of the students and/or alumni. The College of Graduate Research Studies (CGRS) will reach out to them directly for their testimonials. Please ensure that the students and/or alumni have been informed that CGRS will be writing to them for this purpose.

|  |  |
| --- | --- |
| **Student/Alumni Name** | **Email Address** |
|  |  |
|  |  |

**End of Form**