2023-24 Graduate Faculty Teaching Award

Award Overview

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<th>Student Nomination Deadline to Graduate Unit:</th>
<th>November 10, 2023</th>
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<td>Award:</td>
<td>Up to 2 awards per category.</td>
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<td>Presentation of Award:</td>
<td>A framed certificate, cash prize, and formal recognition at the 2022 Temerty Faculty of Medicine Education Awards Event in June 2024</td>
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<td>Faculty Level:</td>
<td>Hold full time primary academic appointment in the Faculty of Medicine and be either an associate or full member in the SGS.</td>
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<td>Results:</td>
<td>March 2024</td>
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Purpose
The Temerty Faculty of Medicine will annually award up to 6 Graduate Faculty Teaching Awards (GFTA). The purpose is to honour and celebrate outstanding contributions to graduate education by faculty in Temerty Medicine who teach in doctoral stream or professional graduate programs.

Eligibility
The nominee must be:
- Nominated by a Graduate Unit (where primary graduate (SGS) membership is held) through a student (or recent graduate)-initiated process.
- Holding a full time primary academic appointment in the Temerty Faculty of Medicine.
- A faculty holding either an Associate or Full graduate faculty membership in the School of Graduate Studies.
- Teaching in either the doctoral (thesis MSc or PhD) or professional graduate programs.

Also:
- A previous winner may be nominated for a Graduate Faculty Teaching Award in a different category at any time but not for the same award category already awarded.

Each Graduate Unit may only submit ONE faculty member per award category:

1. Early Career Excellence in Graduate Teaching and Mentorship
   This award recognizes outstanding contribution to the training and experience of graduate students, as evidenced by excellence in teaching, supervision and mentorship and dedication to students. This award is restricted to Faculty in the early stages of their career within 8 years of their initial SGS membership (including graduate memberships elsewhere) as of December of application year.

2. Mid-Career Excellence in Graduate Teaching and Mentorship
   This award recognizes sustained (between 8 to 15 years of all graduate memberships as of December of application year) contribution to graduate student mentorship, teaching and supervision exemplified by but not limited to:
• major contribution to graduate student learning
• enthusiastic and empathic critical appraisal of students’ work
• timely assessment of students' research programs including program advisory committee meetings and prompt turnaround of written work
• careful attention to a critical path laid out for students' research

Objective evidence of graduate student outcomes, including number of:

• students with publications
• students with first authorship
• students holding major, competitive external awards
• students with timely completion of degree

Mentorship and teaching life skills and advising on career matters including:

• academic/career options
• CV preparation

3. **Sustained Excellence in Graduate Teaching and Mentorship**
This award recognizes sustained contributions (at least fifteen years of all graduate memberships as of December of application year) to any aspect of graduate teaching including:

• graduate student supervision and mentoring
• curriculum development
• regular support of Graduate Departmental, Faculty and University graduate activities
• graduate program administration (as applicable)

**Review Criteria**
The committee will consider each nominee’s applicability with the award category’s criteria and the following; however, it is not expected that all of these points below will apply to all nominees:

1. **Commitment**:
   • quantity of teaching (number of courses and hours)
   • accessibility to students
   • research and publications on teaching methods

2. **Excellence in communication skills**

3. **Subject mastery**

4. **Ability to organize material and emphasize principles**

5. **Demonstrated ability to stimulate students:**
   • encourages interest in and enthusiasm for subject
   • displays good rapport with students
• leads and challenges students to think critically, analytically and independently, and to organize their own learning

6. Effective use of appropriate teaching resources and instructional methodologies

7. Innovative, creative and experimental teaching methods

8. Evidence of mentorship (e.g., Identified in supporting letters from those mentored)

9. The COVID-19 Pandemic continues to present significant challenges to the way we teach and how our graduate students learn and are supervised. Mentoring in the time of COVID-19 is particularly important as our research activities and the career paths of our graduate students and post-doctoral fellows continue to be impacted. Continuing from last year, special attention will be made to faculty members who have made extraordinary efforts in pivoting to remote or new ways of learning.

Nomination Process

Student nominations should be sent to Alicia Sam at sf.medscience@utoronto.ca by November 10, 2023 | 11:59 PM ET

Preference is for the Graduate Unit to complete and submit the application(s) after the student requests the nomination. However, the student may help complete and submit the required nomination documents.

Student nominators can help assemble the nomination package by collecting and submitting the following documents to the graduate unit. Items marked with an asterisk* are appreciated but not mandatory to be submitted by the student nominator:

Required Documents:

• Nomination Form
• Letters of nomination from 2 students or recent graduates supporting faculty member for category being nominated in. Maximum of 2 pages per letter.
• *Abridged CV (max 10 pages) which includes a full description of the contribution to graduate teaching and accomplishments relevant to the award eligibility criteria, including:
  o a list of graduate students supervised (dates, thesis title, and student’s awards, and follow-up post graduation (if available)
  o a list of publications with the graduate student’s name underlined or bolded
  o quantity of teaching courses
  o relevant graduate teaching
  o course evaluations, if available
  o relevant teaching awards
• *A short biosketch of candidate (max 150 words – suitable for public release). Additional short paragraph of “Reflections” may be included with the biosketch.
OPTIONAL:
- Additional letters of support (faculty/students). Maximum of 3 optional letters of support and maximum of 1 page per letter.

Nomination Letter Resources
Students needing assistance with writing their nomination letters can contact kyla.lee@mail.utoronto.ca
A sample Nomination Letter is available upon request.

Students are also encouraged to read the below FAQ for additional information

Graduate Faculty Teaching Awards (GFTA): Tips and FAQ

Disclosure: IMS acknowledges that the award description and criteria may seem vague. This award is intended to celebrate a broad spectrum of faculty teaching and mentorship. Once IMS receives nominations and an internal review is complete, the successful nomination packages are forwarded to GLSE. The terms in this award description and criteria are intentionally broad such that many faculty members will be eligible for this award. FAQ is provided below, as well as a nomination letter template upon request. Please feel free to reach out at sf.medscience@utoronto.ca if you have any additional questions. You can also contact Kyla Lee at kyla.lee@mail.utoronto.ca for additional support.

1. Who should complete and submit the GFTA nomination to GLSE?
Answer: Preference is for the Graduate Unit to complete and submit the application(s) after the student requests the nomination. However, the student may help complete and submit the GFTA application to GLSE as long as the Graduate Unit is aware of the submission and ensures only one faculty member per award category is submitted from their Unit. Also, it is suggested that the Graduate Unit assist the student(s) with the application, if it is submitted by the student.

The GFTA nomination should be submitted through the Graduate unit where the nominee’s primary graduate (SGS) membership is held. If a unit wishes to endorse a nomination for a faculty member with a primary SGS membership held elsewhere, the unit will need to coordinate this with the primary graduate unit.

2. How do I find out what the primary graduate unit the candidate is in?
Answer: You can check the SGS listings of graduate faculty here (https://facultyandstaff.sgs.utoronto.ca/gfm/faculty-members/). The candidate must hold either an Associate or Full graduate faculty membership in the School of Graduate Studies.
3. **What is a “recently graduated student nominator”?**
   **Answer:** Preference is for a recently graduated student (within the last 5 years) who completed a doctoral-stream or professional master’s program and was supervised or mentored by the faculty nominee.

4. **What are Biosketch and Reflections summaries?**
   **Answer:** A GFTA biosketch is a short and specific paragraph about the nominee’s qualifications and achievements in graduate education. A GFTA reflections summary is a personal statement about graduate teaching and mentorship. Click [here](http://www.glse.utoronto.ca/sites/default/files/EAC2016Program_biosketch%20examples.pdf) to see last year’s examples.

5. **Who are the previous GFTA winners?**
   **Answer:** Click [here](http://www.glse.utoronto.ca/graduate-faculty-teaching-awards) for listing of previous winners.

6. **How specific should I be in my nomination letter about the experiences I’ve had with the nominee?**
   **Answer:** Be as specific as possible! Give explicit examples and write like you are telling a story. See the nomination letter template for examples. The nomination letter should be maximum two pages long.

7. **Can I nominate my supervisor, even if I never took a course that they are teaching?**
   **Answer:** Yes, you can nominate your supervisor, even if you never took a course that they are teaching or have been taught by the faculty member in a formal setting. However, the candidate must be teaching a course at a graduate (either MSc or PhD) level or a course in a professional graduate program.

8. **Will my nominee be notified that I have nominated them?**
   **Answer:** No, they will not be notified who their nominators are. It is up to the personal discretion of the nominator. You are free to reach out to the nominee to let them know, but IMS will not be notifying the nominee of the identity of the nominator.

9. **What do I, as the nominator, need to provide?**
   **Answer:** You will need to provide a completed nomination form, as well as two different nomination letters (max. 2 pages) from different students explaining why they are being nominated. The nomination form and nomination letter are meant to supplement the nomination process and should be validated by the nominee’s participation inventory drawn from the university. IMS will use the information in the nomination letter and form to better understand which information to draw on from this participation.
inventory and nominee’s CV for the nomination process. In addition, you are welcome to submit supplementary information regarding the nominee, including their social media content (e.g. tweets), interviews, media articles, videos, etc, which can provide IMS with better context for understanding your nomination letter(s).

10. When will the successful nominees be notified?
Answer: IMS will forward successful nominations to GLSE in December and will notify the nominees that their nomination has been forwarded to GLSE. GLSE will then communicate final results to all nominees in March of the next calendar year.

11. Does this award open again in the winter semester, or is this just for the fall semester?
Answer: This award does not open again in the winter semester and is an annual award. However, you are able to nominate a faculty member who has taught in any year or semester, and there is an internal IMS award during the spring of each calendar year. If you are interested in acknowledging a faculty member that does not fit into an existing university award nomination, please reach out to sf.medscience@utoronto.ca.

12. Can previous nominees be nominated again, so long as they were not successful? And if so, how many times? If I am nominating the same person next year, do I need a new nomination letter?
Answer: Yes, previous nominees can be nominated again. A successful nominee cannot be awarded in the same category more than once, but can be nominated into a different category. It is not necessary but strongly recommended to provide an updated nomination letter for each nomination year.