

SGS Graduate Supervision Awards – Letter of Nomination Template

(Date)

Dear Dr. Justin Nodwell,

It is with great enthusiasm that I put forward (*name of nominee*) (*email of nominee*) for the (*name of Award*).

I have known (*name of nominee*) for (*duration*)... in the capacity of ... (*explanation*).

- Example: I have known Dr. X for 2 years. I first met Dr. X as an undergraduate student in their “Theory of X” course in 2019. In 2020, I began graduate school and enrolled in Dr. X’s “Theory of X for Grad Students” course.
- Give some context to the capacity in which you met them:
 - Example: The “Theory of X” course was a weekly one-hour class of 80+ students, while the “Theory of X for Grad Students” was a biweekly two-hour class of 10-20 students. Dr. X gave lectures and promoted active learning and collaboration through discussion groups in both courses.

I believe they are deserving of this award because... (*rationale for nomination with explicit examples – use the criteria in the award description to guide information presented*).

- Be specific with your examples. Tell a story!
 - Example: Inspires and stimulates students to achieve excellence in scholarship
 - Dr. X is enthusiastic about their subject and it is reflected in their material. In Dr. X’s lectures, Dr. X often starts with the theory behind the topic, and always includes a real-world application and thought-provoking questions and time for class discussion. Dr. X’s enthusiasm and way that they extend the classroom theory to the real-world has brought me to be more interested in this topic.
 - Example: Support mental health and work-life balance,
 - Dr. X meets with their students once every week for one hour to check in on their research progress as well as their wellbeing. Dr. X has been a great mentor and support system. They are understanding and compassionate with regards to taking time off for mental health. In addition, they encourage time off on the weekends to see friends and family.
 - Example: Support in future/career aspirations
 - Dr. X has always encouraged me to look beyond the scope of my direct research and participate in various student leadership opportunities in order to develop various transferrable skills. For example, they often asked what careers I was considering after graduation, and suggested student leadership opportunities that may be relevant for the career. They also connected me with people that were in the field I was interested in pursuing a career in for informational interviews.
 - Example: Enables students to learn about the methodologies, concepts, and cultures of their discipline
 - Dr. X has connected me with various experts in the field of my research, which allowed me to expand the breadth of knowledge I have on my research topic
 - In addition, during our weekly meetings, he brings forth the latest research and discourse on relevant topics to my research
 - Example: Introduces students to the wider context of the discipline and relevant communities
 - Dr. X encouraged me to attend conferences and often forwarded emails of abstract

and registration deadlines to me.

- They brought up research-related opportunities such as collaborations with other graduate students and publication opportunities by emailing them to me and made them easily accessible.
- Example: Support in non-academic endeavors that promote student participation in professional development
 - Dr. X recognizes the importance of transferable skills and that various student leadership positions and opportunities can set graduate students up for holistic success
 - Dr. X encourages well-roundedness and is understanding of my time commitments to various organizations and committee extra-curricular activities beyond my immediate research
- Example: Actively models a holistic approach to academic success; leads a research environment that is committed to equity, diversity, and inclusion
 - Dr. X is involved in several EDI committees and serves as an advisor for student leadership committees. It has been inspiring to see a faculty member continue to produce novel research while also contributing to service for the IMS community at large as part of their professional work.

Overall, I believe (**name of nominee**) is deserving of the (**name of IMS Award**) because (*list/summarize rationales above*). It has been (**adjective**) working with and learning from (**name of nominee**).

Most Sincerely,

(Your Name & Signature)
(Your Contact Information)