

IMPERIAL

President's Awards for Excellence in Education

GUIDELINES

The President's Awards for Excellence in Education are annual awards to recognise staff members who have made outstanding contributions in teaching, research supervision and supporting the student experience.

Please read the guidelines below to help you when entering your nomination.

President's Award for Excellence in Supporting the Student Experience

These awards are for outstanding contributions to enhancing the student experience.

Nominations may be made by any members of staff in the College (academic, professional and technical) and should include examples and evidence of how the nominee has gone above and beyond their normal duties in the following areas:

- Implementing innovative approaches and good practice
- Providing high-level support to student academic activities
- Developing new procedures or systems that benefit student activities
- Provision of high-quality resources for students
- Developing excellent student and customer service

Up to four awards will be granted. Up to two of these will also be selected for a President's Medal for Outstanding Contribution to Supporting the Student Experience.

There are three criteria, equally weighted:

- Work Ethic and Support
- Actions and Activities
- Innovative Approaches and Good Practice

The awards are decided by a selection panel, representing all faculties, and chaired by the Director of the Centre of Languages, Culture and Communication (CLCC)

Please ensure relevant evidence of how the nominee meets the relevant criteria is included with this nomination.

All nominations should be underpinned by consistently role modelling the Universities expected values and behaviours: Respect, Collaboration, Integrity, Innovation and Excellence.

There are 4 sections that make up the Supporting the Student Experience nomination form.

Specific Actions or Activities (max 300 words)

Please state what your nominee has done, above and beyond their normal duties, to merit an award. Provide evidence of specific actions or activities and highlight the impact and/or beneficial effects that his or her contribution has made to students whether in a department, faculty or University-wide context.

Innovative Approaches/Good Practice (max 300 words)

Please give evidence of examples where the nominee has implemented innovative approaches and/or good practice in supporting and enhancing the student experience.

Qualities and Work Ethic (max 300 words)

Please describe the nominee's qualities and work ethic that make them so good at supporting the student experience. If you have any student feedback on the nominee's contribution and if it is practicable for this information to be submitted, please do so.

Nominator Comments

Any additional comments that may provide more evidence for the nomination

The selection panel will **ONLY** draw on the evidence presented when making their decision, so please ensure a good case is presented for submission.

Attachments are permitted.