FoNS Annual Prizes for Excellence 2019

The FoNS Annual Prizes for Excellence are currently awarded in three categories: Excellence in Teaching; Excellence in the Support of Teaching and Learning; and Excellence in Health and Safety.

For 2019, it is proposed that a new category is introduced: Excellence in Personal Tutoring and Pastoral Support. The total number of prizes awarded across the Faculty will not change, but some of the Support of Teaching and Learning allocation will be replaced with allocation for this new award.

Prizes for Excellence in Personal Tutoring and Pastoral Support

Scope of Awards:
These are available to any member of staff in the Faculty for excellence in the pastoral support of students, including: personal tutoring; mentoring; the introduction of new activities that significantly enhance the life of the undergraduate student body; outstanding service to pastoral care.

Nomination Procedure:

Monday 7th January – Friday 8th March: the DUGS and Senior Tutor in each Department, in close consultation with student reps and the staff student committee, nominate at least the following number of individuals for awards:

<table>
<thead>
<tr>
<th>Department</th>
<th>No. of Prizes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemistry</td>
<td>2</td>
</tr>
<tr>
<td>Life Sciences</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Physics</td>
<td>3</td>
</tr>
</tbody>
</table>

Departments may use whatever method they deem appropriate to solicit and select their nominees (e.g. via on-line polls run by student reps etc.), but nominations must be supported by students. Nominations must be entered via the Online Form. The on-line submission form requires the nominator to describe clearly, in no more than 500 words, the nature and value of the work carried out.

Please note that the final deadline for receipt of nominations is Friday 8th March.

Value of Award: Each award is for £300

Regulations Regarding Re-Nomination:
Once awarded a Faculty prize, an individual will normally be ineligible for another Faculty prize until at least one year has passed since their previous success. (i.e. winners in 2018, cannot receive an award in 2019).

Prizes for Excellence in Teaching

Scope of Awards:
These are available to any member of staff in the Faculty for excellence in undergraduate or postgraduate teaching and learning, including: lecturing, laboratory demonstrating, academic tutoring, and introducing new teaching programs, methods and projects.

Nomination Procedure:
**Monday 7th January – Friday 8th March:** each Department should nominate at least the following number of its academic staff for teaching awards:

<table>
<thead>
<tr>
<th>Department</th>
<th>No. of Prizes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemistry</td>
<td>2</td>
</tr>
<tr>
<td>Life Sciences</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Physics</td>
<td>3</td>
</tr>
<tr>
<td>CEP</td>
<td>0.5</td>
</tr>
<tr>
<td>Grantham</td>
<td>0.3</td>
</tr>
</tbody>
</table>

These nominations should be made by the DUGS or DPS, in consultation with the departmental teaching committee, staff student committee and student reps. Nominations must be entered via the [Online Form](#). The on-line submission form requires the nominator to describe clearly, in no more than 500 words, the nature and value of the work carried out and must also include a statement from a student endorsing the nomination.

Please note that the final deadline for receipt of nominations is **Friday 8th March**.

**Value of Award:** Each award is for £300

**Regulations Regarding Re-Nomination:**
Once awarded a Faculty prize, an individual will normally be ineligible for another Faculty prize until at least 2 years have passed since their previous nomination (i.e. winners in 2017 or 2018 cannot receive an award in 2019).

**Prizes for Excellence in the Support of Teaching and Learning**

**Scope of Awards:**
These are available to any member of staff in the Faculty for excellence in the support of teaching/learning activities including: laboratory class demonstrating, running workshops, academic tutoring, academic teaching administration and student support, and technical support of lectures and laboratories.

**Nomination Procedure:**
**Monday 7th January – Friday 8th March:** the DUGS and DPS in each Department, in close consultation with the student reps and staff student committee, nominate at least the following number of individuals for awards:

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<tr>
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<th>No. of Prizes</th>
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</thead>
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<td>2</td>
</tr>
<tr>
<td>Life Sciences</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Physics</td>
<td>4</td>
</tr>
<tr>
<td>CEP</td>
<td>1</td>
</tr>
<tr>
<td>Grantham</td>
<td>0.3</td>
</tr>
</tbody>
</table>

1 Departments normally nominate the number of staff that matches the number of prizes available. If any of these staff are awarded a President’s Award, the Departments have the option to withdraw the FoNS nomination (so as to avoid a ‘double’ award), and nominate a substitute prior to the review panel meeting.

2 CEP: one award every other year. No award in 2018, so eligible to give an award in 2019.

3 Grantham: one award every 3 years. No awards to date.

4 Grantham: one award every 3 years. No awards to date.
Departments may use whatever method they deem appropriate to solicit and select their nominations (e.g. via on-line polls run by student reps etc.). Nominations must then be entered via the Online Form. The on-line submission form requires the nominator to describe clearly, in no more than 500 words, the nature and value of the work carried out.

Please note that the final deadline for receipt of nominations is **Friday 8th March**.

**Value of Award:** Each award is for £300

**Regulations Regarding Re-Nomination:**
Once awarded a Faculty prize, an individual will normally be ineligible for another Faculty prize until at least one year has passed since their previous success. (i.e. winners in 2018, cannot receive an award in 2019).

**Prizes for Excellence in Health and Safety**

**Scope of Awards:**
Four safety awards are available, one each in the following categories: Academic Staff; Support Staff; Post Doc; Student. The support staff award is named ‘The Jan de Abela-Borg Support Staff Award for Excellence in Health and Safety’ in memory of Jan de Abela-Borg, Faculty Safety Manager, who passed away in 2014.

The awards are given in recognition of excellence in promoting and implementing safe practices across the Faculty. In some circumstances, the Award may be made to a group where it is felt that it is not possible to attribute individual contributions.

**Nomination Procedure:**

**Monday 7th January – Friday 8th March:** Nominations must be entered via the Online Form. Self-nominations are permitted.

The on-line submission form requires the nominator to describe clearly, in no more than 500 words, the nature and value of the work carried out. The nomination may contain illustrations and photographs as well as text and the latter should be written in such a way that a non-specialist can understand it.

Please note that the final deadline for receipt of nominations is **Friday 8th March**.

**Value of Award:** Each award is for £300

**Regulations Regarding Re-Nomination:**
Once awarded a Faculty prize, an individual will normally be ineligible for another Faculty prize until at least one year has passed since their previous success. (i.e. winners in 2018, cannot receive an award in 2019).

**FoNS Annual Prizes for Excellence Review Panel**

This panel comprises:

- FoNS vice-Dean (Education) (Chair)
- FoNS Education Manager
- FoNS Consul
- RCSU President, or nominee
- Head of Health and Safety
The panel will only meet where more nominations are received than the quota of awards in that category. If this is the case, the DUGS for the appropriate Department(s) may be invited to meet with the Review Panel to discuss the nominations and the Panel will decide which of the nominees should receive awards.

**Winner Notification & Prize Payment Arrangements**

**Late May/ Early June** - all prize winners are notified of success. Academic staff winners are given a choice of payment through payroll (taxed) or to their College account (not taxed). Other staff winners are paid through payroll as this is declarable for income tax.

**Useful Links:**

Online Nomination Form (in Qualtrics):
[https://imperial.eu.qualtrics.com/jfe/form/SV_4SjRg9HBOp3QVmd](https://imperial.eu.qualtrics.com/jfe/form/SV_4SjRg9HBOp3QVmd)

Prizes for Excellence webpages (including names of previous winners):
[https://www.imperial.ac.uk/natural-sciences/education-and-teaching/fons-annual-prizes-for-excellence/](https://www.imperial.ac.uk/natural-sciences/education-and-teaching/fons-annual-prizes-for-excellence/)