# Distinguished Graduate Mentor Nomination Package

# Please arrange your nomination package in order as follows and convert it into one complete .pdf document. Attach 1 document no more than 20 pages in the [submission form](https://forms.office.com/Pages/ResponsePage.aspx?id=0GyrJH5IIkebw9qcQjJ3bJZkL7t9dmJOtEITJi_19D1UOEs5T0ZBNUc3TVdLQVpLV0QwOVFZSFFEUi4u). Incomplete submissions will not be adjudicated.

# [ ]  Compelling and concise letter of nomination outlining the rationale that speaks to why the nominee should be considered for the award. Consider:

# Has the nominee contributed to creating a broader community of best practice in graduate education?

# Are they a leader in graduate education? How?

# Are they reflective in their supervision style? Why?

# Consider developing this cover letter with current and/or former students that have a compelling story to share about why this individual is a distinguished mentor.

# 2 page maximum

# [ ]  The nominee's self-study statement.

# Ask the nominee to provide a statement that outlines their personal philosophy and approach to graduate mentorship. Suggested content:

# Core values and principles that guide their mentorship style

# How the approach has evolved over time

# Reflections on challenges, successes, and lessons learned

# How they balance academic guidance with personal support

# Their role in shaping inclusive and empowering environments

# 1 page maximum – narrative format

# [ ]  The nominee’s abbreviated CV that includes

# Graduate student supervisory experience

# Graduate student outcomes of research, scholarly & artistic works

# Mentorship-related leadership

# Awards and recognitions

# 8 page maximum - summarized

# [ ]  Complete the template – 3 pages

# Qualitative evidence: criteria 1 – 5. Do not exceed the 300-word count in each section.

# Quantitative evidence: complete the table with the relevant information.

# [ ]  Provide two support letters from the nominee’s colleagues.

# 4 page maximum (in total)

To ensure fairness, consistency, and transparency, all nominations for the Distinguished Graduate Mentor Award are reviewed by a multidisciplinary adjudication committee composed of faculty, past award recipients, and a graduate student representative. Each nomination is evaluated independently using a standardized rubric that assesses both qualitative and quantitative evidence across key mentorship criteria. Reviewers consider the nominee’s impact on student success, inclusiveness, scholarly dissemination, career preparation, and leadership in mentorship practices. Final decisions are reached through collaborative discussion and consensus, with the goal of recognizing mentorship that exemplifies excellence, integrity, and transformative support for graduate students.

# Nominee’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indicating agreement to be nominated, have name published and consent to have their nomination forwarded to CAGS.

**This is page 1 of your nomination package**

**Qualitative Evidence**

*Adjudication Insight:* The following five criteria are scored from 1-5 (1-Insufficient, 2-Developing, 3-Satisfactory, 4-Strong, 5-Exceptional)

**Criteria 1:** **Ability to Interest, Stimulate, and Excite Students Toward Academic and Research Success.** Describe how the nominee inspires students to pursue academic excellence and complete their research in a timely manner. /5

The following text can be removed – use only the allotted space

Suggested Evidence:

* Specific examples of student achievements (e.g., awards, scholarships, publications)
* Testimonials from students about the nominee’s enthusiasm and motivational style
* Data showing timely completion rates of supervised theses/dissertations
* Innovative teaching or supervision methods that engage students intellectually

**Criteria 2: Supporting Students as Individuals and Fostering Inclusion.** Explain how the nominee supports students holistically and creates an inclusive environment. /5

The following text can be removed – use only the allotted space

Suggested Evidence:

* Examples of mentoring students from diverse backgrounds or underrepresented groups
* Initiatives or practices that promote equity, accessibility, and belonging
* Student stories highlighting personal support during challenges (e.g., health, family, identity)
* Participation in or leadership of inclusion-focused committees or programs

**This is page 13 of your nomination package**

**Criteria 3: Enabling Dissemination of Research, Scholarly, and Artistic Work.** Describe how the nominee helps students share their work in academic and non-academic venues. /5

The following text can be removed – use only the allotted space

Suggested Evidence:

* Co-authored publications, conference presentations, or exhibitions with students
* Support for grant applications, travel funding, or public engagement opportunities
* Guidance on translating research for broader audiences (e.g., media, community talks)
* Student success in publishing or showcasing work regionally, nationally, or internationally

**Section 4: Facilitating Career Transitions Beyond Graduate Studies.** Explain how the nominee prepares students for careers in academia, industry, government, or other sectors. /5

The following text can be removed – use only the allotted space

Suggested Evidence:

* Alumni career outcomes and testimonials about mentorship impact
* Career development activities (e.g., networking, internships, mock interviews)
* Support for non-academic career paths and transferable skill development
* Commentary from former students now in diverse professional roles

 **This is page 14 of your nomination package**

**Section 5: Leadership in Fostering Best Practices in Graduate Mentorship.** Describe how the nominee contributes to mentorship excellence among colleagues. /5

The following text can be removed – use only the allotted space

Suggested Evidence:

* Workshops, presentations, or publications on mentorship practices
* Mentoring junior faculty or peer mentoring initiatives
* Contributions to departmental, institutional or beyond the academy mentorship policies
* Recognition or awards for mentorship leadership

 /25

**Quantitative Evidence**

*Adjudication Insight:* The following six metrics are given an overall score from 1-5 (1-Insufficient, 2-Developing, 3-Satisfactory, 4-Strong, 5-Exceptional) depending on relevance and completeness as compared to the criterion above.

The following text can be removed – use only the allotted space

Use this space to clarify any metrics, provide context, or highlight trends in the nominee’s mentorship record (e.g. some disciplines have different output expectations that others – you can highlight that here).

|  |  |  |  |
| --- | --- | --- | --- |
| **Metrics** | **Master’s** | **PhD** | **Total** |
| Total number of students supervised to completion |  |  |  |
| Number of students who completed within standard timelines (4 yrs for master’s/6 yrs for PhD) |  |  |  |
| Count of student awards, scholarships, fellowships, and grants |  |  |  |
| Number of collaborative outputs with students |  |  |  |
| Number of students transitioned to academic, industry or other roles |  |  |  |
| Number of mentorship workshops, panels, or initiatives led |  |  |  |

 /5

**This is page 15 of your nomination package**