



UNIVERSITY
OF MANITOBA

**MERIT AWARD FOR TEACHING
2018 Calendar Year**

NOMINATION/APPLICATION PROCEDURES:

1. Please complete this nomination form in full. Please do not exceed the space provided except where indicated. Incomplete nominations/applications will not be considered.
2. **Please submit 4 USB drives** to Dr. Diane Hiebert-Murphy, Vice-Provost (Academic Affairs), 208 Administration Building, by **4:00 pm, Friday, April 5, 2019**. Submission should include the completed application/nomination form, cover letter/letter of support and supporting documentation.

NOMINATION/APPLICATION INFORMATION:

Name: _____ Rank: _____

Department: _____

Faculty/School: _____

Nominated by (if applicable): _____

Department: _____

Faculty: _____

I certify that I have advised this nominee of this nomination, of the grounds cited and supporting material provided, and of the right he/she has to submit such additional material as may be appropriate, by no later than **4:00 pm, Friday, April 5, 2019**.

Signature of Nominator: _____

Cover Letter or Letter of Support Attached
(Clearly stating the reasons why an applicant should be given this award).

Please select which Merit Committee you wish to have consider this nomination/application:

The Merit Committee - Social Sciences, Humanities, Fine Arts usually considers nominations from Art, Arts, Education, Extended Education, I. H. Asper School of Business, Law, Libraries, Marcel A. Desautels Faculty of Music, Social Work, and Student Affairs.

The Merit Committee - Life Sciences, Natural Sciences, Engineering usually considers nominations from Agricultural & Food Sciences, Architecture, Clayton H. Riddell Faculty of Environment, Earth & Resources, Dentistry, Engineering, Kinesiology and Recreation Management, Medicine, Nursing, Pharmacy, and Science.

Note: All matters pertaining to Merit Awards are governed by the provisions of Article 25 of the Collective Agreement between the University of Manitoba and the University of Manitoba Faculty Association (UMFA). An applicant/nominee must have been a Member of the UMFA bargaining unit as of March 31, 2018.

PART A: QUESTIONS

Note to Applicant/Nominator: Summary, comparative, and evaluative data would be particularly helpful, especially to members of the Committee who are not specialists in your area.

1. What initiatives/activities/innovations have you engaged in during 2018 that demonstrate meritorious teaching?

On an attached page, list all teaching activities during the 2018 calendar year that you wish to have considered. Please include:

- a) All courses taught for the University of Manitoba during the calendar year under consideration, indicating credit hours and distinguishing clearly between degree and non-degree.
 - b) All graduate and undergraduate students directly supervised and the number of students in each category who graduated during the calendar year under consideration. (Note: Indicate the number of graduate students supervised and the category of such students - Masters or PhD.)
 - c) Any courses developed, innovative teaching techniques, and/or other activities related to teaching you wish to be considered.
2. In what ways have you demonstrated meritorious teaching through the above activities? State clearly and specifically the factors for which an award for meritorious teaching should be considered.

3. Have you received any awards/citations for teaching? Please list the award together with criteria used in making the award.

PART B: SUPPORTING MATERIALS

Please indicate what supporting materials are attached in support of this nomination/application:

- Reference letters from Department Head, Dean, Director, team teacher, or other qualified peers.
- Reference letters previously received from students in the classes or supervisions cited above.
- Curriculum vitae.
- Student evaluations. (SEEQ Summary score sheets and norms should be provided where available.)
- Other (please specify):

- Check here if you would like your USB drive returned by Campus Mail.
(Note: If this box is left blank, the USB drive will be destroyed.)

Campus Mail Address:
