

OUTSTANDING GRADUATE FACULTY MENTOR AWARDS

PURPOSE: To honor faculty mentors whose dedication to graduate students and commitment to excellence in graduate education and mentoring have made a significant contribution to the quality of life and professional development of graduate students at Florida State University

ELIGIBILITY: Eligible faculty must be current FSU faculty members with graduate faculty status, co-doctoral, or co-masters directive status, serve as a graduate mentor, and have been employed at FSU at least five years. Both tenure and non-tenure track faculty are eligible. Faculty on courtesy appointments are not eligible.

CRITERIA: Recipients shall have demonstrated outstanding mentoring practices and an overall commitment to graduate education at Florida State University. The selection committee will use, but are not limited to, the following criteria.

- 📖 Have an established record of mentoring and professional interactions with graduate students by encouraging student publication, external grant funding, conference presentations, and other professional development opportunities
- 📖 Provide a supportive environment which facilitates the development of best performance and talents from graduate students
- 📖 Cultivates the development from student to colleague
- 📖 Acts as an advocate and mentor for graduate students in administrative, organizational, and professional matters
- 📖 Attracts graduate students to FSU through active recruitment and academic/scholarly reputation
- 📖 Serves as major professor and has a successful record of graduate student degree completion

PROCEDURE: All currently enrolled FSU graduate students, graduate student organizations, graduate alumni, faculty, and staff may nominate candidates for the award.

Individuals seeking to nominate a mentor should submit the nomination form to the appropriate academic dean of the nominee's college.

The academic dean's office is responsible for assembling a complete application packet which consists of the following:

- 1) A **maximum** of three support letters. These support letters should be divided as follows: two letters from either a single student, a group of students, alumni or student organization, and one letter of recommendation from either, staff, faculty, department chair, or academic dean. The letters of recommendation should state how the faculty member demonstrates outstanding mentoring practices and an overall commitment to graduate education at Florida State University. Letters

should be as specific as possible and may address aspects of the mentor's effectiveness, innovation, creativity, ability to interest students, commitment and dedication, fairness, mentoring techniques, track record with student degree completion, and intellectual impact. *Each letter submitted should not exceed 2 pages.*

2) **Nominations will be reviewed by the academic dean's office to determine eligibility and to notify the faculty member of the nomination.** The academic dean will also request that the nominee provide the following additional information to be included as supporting material:

Nominee's current vita

List of graduate courses taught over the past five years

Graduate level teaching SPOT summary evaluation sheets the past five years

Theses and dissertation committee supervision the past five years

Nominee's Statement on Graduate Mentoring

3) Award cover forms signed by the academic dean.

Academic deans will forward complete application packets to The Graduate School electronically via FSU Dropbox.

The selection committee is appointed by the Graduate Dean and shall include 3 members of the Graduate Policy Committee (GPC) who hold graduate faculty status.

Winners are ineligible for nomination for 5 years following the receipt of the award.

PRESENTATION: Awards will be given each academic year to: up to five individual mentors of master's and/or doctoral students. The awards will be presented at the Faculty Awards Ceremony held in Spring and will include a \$3,000 award for each faculty mentor winner.

DEADLINE: The deadline for nominations to be received by the appropriate academic dean is **January 25th**. The deadline for complete application packets to be received in The Graduate School from the academic deans is **February 15th**. Applications should be submitted to The Graduate School electronically via FSU Dropbox, to the attention of Ashley Jarvis.

CONTACT: For questions please contact Ashley Jarvis at a.jarvis@fsu.edu or by phone 644-3501.