

# Faculty of Science Leadership in Internationalization Award

## TERMS OF REFERENCE

### **Overview**

The Faculty of Science Leadership in Internationalization Award recognizes individuals who have shown leadership in one or more areas that contribute to the goals identified in the International Strategy of the University of Calgary. The award seeks to recognize outstanding achievements in the areas of:

- Establishing academic networks with international partners,
- Developing international academic research and/or industry collaborations,
- Internationalizing the curriculum,
- Promotion of overseas mobility for both staff and students,
- Involvement with international students on campus,
- Development of cross-cultural competencies among University of Calgary domestic students,
- Mentorship of colleagues or students in the above internationalization activities,
- Leadership in international community and public engagement.

Each year, there will be a maximum of one (1) award for academic staff members and one (1) award for employees in AUPE and MaPS employee groups. Each recipient will receive a commemorative certificate as well as a prize in accordance with University rules and regulations.

### **Criteria**

The nominee must have demonstrated significant leadership in internationalization. Consideration will be given to the breadth of involvement of the nominee in internationalization, the level of innovation, the length of time, and the impact of these activities. A strong nomination will be a concise presentation of a nominee's internationalization-related actions and activities, supported by documented evidence.

### **Eligibility**

The academic staff award is open to **ALL** academic staff in the Faculty of Science (including limited term, contingent term, and continuing appointments).

The employee award is open to AUPE and MaPS employee groups, regardless of whether they are supported through operating or research/project funds.

Nominees will normally be University of Calgary employees within the Faculty of Science at the time of nomination. An individual may not receive this award more than once per internationalization initiative.

### **Nomination and Selection Process**

The nomination process is an open one (i.e., it is not departmentally based and there are no quotas per department). There will be a primary nominator (who should normally be a Faculty of Science employee or student) and at least two (2) supporting nominators (who should normally be University of Calgary employees or students). There is no requirement for the primary or supporting nominators to be the supervisor of the nominee. The deadline for receiving nomination packages will be determined annually by the Awards Committee.

### **Nomination Package**

The intent of the nomination package is to provide the information necessary (as it specifically relates to the nomination) to allow for evidence-based decision-making.

### Nomination Form

A simple (web) form that provides the names, positions, Department/unit affiliations, and email addresses of the nominee(s), the nominator, and the supporting nominators.

### Nomination Letter

The nomination package will include a cover letter (of at most four (4) pages) addressed to the Dean that summarizes the case, outlining the exceptional leadership in internationalization by the nominee, with appropriate reference to the supporting documentation provided.

### Supporting Evidence

Supporting evidence substantiating the commitment to leadership in internationalization by the nominee or team, and may include, but is not limited to, the following:

- letters of support (from the supporting nominators);
- appropriate relevant documentation that helps demonstrate how the individual has shown leadership in internationalization;
- unsolicited feedback (e.g. testimonials);
- other concrete evidence.

### Selection Process

The adjudication of award nominations will be undertaken by members of the Awards Committee.