

## The President's Awards for Excellence in Education

### Award Guidelines

#### **The President's Award for Excellence in Supporting the Student Experience**

These awards are for outstanding contributions to enhancing the student experience made by any members of staff at the College (academic, professional, or technical).

- Implementing innovative approaches and good practice
- Providing high quality support to student academic activities
- Developing new procedures or systems which benefit student activities
- Provision of high-quality resources for students
- Delivering excellent student and customer service
- Fostering an inclusive and diverse culture
- Providing high quality pastoral support for students

#### **Eligibility**

- Nominations can be made by any member of Imperial staff
- This award is open to both individual and team nominations
- Self-nomination is not permitted for this award category

The nomination must be completed by **Friday 15 March 2024**.

Previous award winners may not be re-nominated for the same category of award until at least three years have passed since their previous success (i.e. winners of 2021, 2022 and 2023 cannot be re-nominated for the same award in 2024).

Those who have been nominated previously but did not receive an award can be nominated again the following year.

Up to four awards will be made, including up to two President's Medals for Excellence in Supporting the Student Experience.

#### **Selection Criteria**

There are three criteria, equally weighted:

- Work Ethic and Support
- Actions and Activities
- Innovative Approaches and Good Practice

# Imperial College London

## Nomination process

The awards are decided by a selection panel, representing all faculties, and chaired by the Director of the Centre of Languages, Culture and Communication (CLCC)

Please ensure relevant evidence of how the nominee meets the relevant criteria is included with this nomination.

All nominations should be underpinned by consistently role modelling the College's expected values and behaviours, Respect, Collaboration, Integrity, Innovation and Excellence.

There are 4 sections that make up the Supporting the Student Experience nomination form.

- Specific Actions or Activities (max 300 words)
  - o Please state what your nominee has done, above and beyond their normal duties, to merit an award. Provide evidence of specific actions or activities and highlight the impact and/or beneficial effects that his or her contribution has made to students whether in a department, faculty or College-wide context.
- Innovative Approaches/Good Practice (max 300 words)
  - o Please give evidence of examples where the nominee has implemented innovative approaches and/or good practice in supporting and enhancing the student experience.
- Qualities and Work Ethic (max 300 words)
  - o Please describe the nominee's qualities and work ethic that make them so good at supporting the student experience. If you have any student feedback on the nominee's contribution and if it is practicable for this information to be submitted, please do so.
- Nominator Comments
  - o Any additional comments that may provide more evidence for the nomination

The selection panel will ONLY draw on the evidence presented when making their decision, so please ensure a good case is presented for submission.

Attachments are permitted.