To: The Provost

I / We* would like to nominate the following teacher for the 2020 award of the Michael G. Gale Medal for Distinguished Teaching. My/Our* support statement(s) is/are* given on Page 2 of this nomination form.

Name: ____________________________________________
Title: ____________________________________________
Department/Division: ____________________________________________

(* Please delete whichever is inappropriate.)

This nomination is submitted by:

1. Name (in Block) __________________________ Email __________________________ Contact No. __________________________
   Dept/Division/Unit __________________________ Signature __________________________ Date (___ / ___ / ___)
   [ ] I am a faculty other than the nominee.

2. Name (in Block) __________________________ Email __________________________ Contact No. __________________________
   Dept/Division/Unit __________________________ Signature __________________________ Date (___ / ___ / ___)
   [ ] I am not a student.
   [ ] I am a student. I was taught by this teacher in (term/year) __________________________

3. Name (in Block) __________________________ Email __________________________ Contact No. __________________________
   Dept/Division/Unit __________________________ Signature __________________________ Date (___ / ___ / ___)
   [ ] I am not a student.
   [ ] I am a student. I was taught by this teacher in (term/year) __________________________

4. Name (in Block) __________________________ Email __________________________ Contact No. __________________________
   Dept/Division/Unit __________________________ Signature __________________________ Date (___ / ___ / ___)
   [ ] I am not a student.
   [ ] I am a student. I was taught by this teacher in (term/year) __________________________

5. Name (in Block) __________________________ Email __________________________ Contact No. __________________________
   Dept/Division/Unit __________________________ Signature __________________________ Date (___ / ___ / ___)
   [ ] I am not a student.
   [ ] I am a student. I was taught by this teacher in (term/year) __________________________

Acceptance of Nomination

I am pleased to accept the nomination.

Name of the nominee __________________________ Signature __________________________ Date __________________________
Statement in support of the nomination of [Name] for the 2020 Michael G. Gale Medal for Distinguished Teaching

Submitted by the nominator(s):

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Notes on the Award and Nomination Procedures

Eligibility
Full-time staff on regular (as opposed to visiting) appointments with primary responsibility for teaching an undergraduate or postgraduate course, including language courses, are eligible to be nominated and considered for the Award.

Nomination Procedures
- The nomination should have the consent of the nominee and should be made on the prescribed form.
- The nomination must be supported by at least five members of the University community, including at least one faculty other than the nominee, and two students.
- Nominators may either sign together on one nomination form, or on separate forms.
- A statement explaining why the person is nominated must be submitted jointly by a group of nominators, or separately by each individual nominator.

Selection Criteria
The key criteria for excellence in teaching adopted by the selection committee are:
- Ability to promote student learning
- An innovative approach to teaching
- Effective student assessment
- Contributions to the development of teaching at the University

Find out more details of these criteria: from the website:
http://qa.ust.hk/michael_gale_medal.html

Evidence of Achievement
Upon receipt of the nomination, the nominee will be approached by Office of the Provost for relevant evidence of excellence in teaching.

A checklist of appropriate evidence will be provided to nominees, and may be found at:
http://qa.ust.hk/michael_gale_medal.html

Selection Process
A selection committee with faculty representatives from the four Schools and Interdisciplinary Programs Office as well as with student representation will be established to select one award recipient to be confirmed by the Senate. Faculty members who have been nominated for the Award in this round may not serve on the selection committee.

Award Presentation
A gold medal will be presented to the award recipient at the 2020 Congregation held in November 2020.

Please submit the completed form and the supporting statement to
Office of the Provost
Room 6331 (via lifts 13-15)

Closing date for nominations:
Friday, 19 June 2020