To: Heads and Directors  
From: Gillian Creese, Acting Associate Dean  
Date: February 15, 2017  
Subject: 2016/2017 Dean of Arts Award – Call for Nominations

The **Dean of Arts Award**, previously sponsored by Taylor Jordan Chafetz, is awarded annually to a faculty member in recognition of exceptional contributions. In keeping with the major commitments outlined in *Place and Promise*, selection criteria for the Dean of Arts Award are designed to identify colleagues who demonstrate significant contributions in two or more of the following areas and whose contributions have proven to be catalytic and/or transformative:

- **educational leadership, teaching and learning** – striving for excellence and innovation in teaching, educating students to the highest standards, and providing opportunities for transformative student learning;
- **research** – demonstrating high quality research and impact of research and scholarship, and creating and advancing knowledge and understanding;
- **service/community engagement** – serving on-campus, off-campus, provincial, national, global communities, be they civic, cultural, scholarly, or academic, and engaging society to enhance economic, social, and cultural well-being.

We encourage you to nominate colleagues for this award. The award is valued at $5,000 and shall be given in the name of a living Professor Emeritus/Emerita who him/herself has made a significant contribution to the Faculty of Arts.

**NOMINATION PROCEDURES:**

Heads and Directors are asked to consult with the Chair of their unit’s faculty awards committee to encourage nominations for the Dean of Arts Award. Nominations may be made by any member of the Faculty of Arts; however, we ask that nomination packages be prepared in consultation with the relevant Head’s Office to allow for coordination of efforts and, at the same time, to avoid potential duplication.

Nomination packages should include 1 hardcopy original set of the following:

1. a letter of nomination addressing the nominee’s exceptional contributions in two or more of the areas of excellence as defined above (teaching and learning; research; service / community engagement); and
2. the nominee’s current curriculum vitae.

Nomination packages should be sent to the attention of **Associate Dean Gillian Creese (c/o Laura J. Hart)** in the Dean’s Office, Faculty of Arts, Buchanan A240, 1866 Main Mall, Vancouver, BC V6T 1Z1 (campus mail: zone 1). Questions may be addressed to Laura J. Hart at **laura.hart@ubc.ca**.

**Nomination deadline: 4:00pm, Wednesday March 15, 2017**

The Acting Dean, in consultation with her committee will make the final selection. Once the selection process is completed, our office will discuss with the award recipient the Professor Emeritus/Emerita in whose name the award shall be given.