Civil & Environmental Engineering
TA Excellence Awards

Information
The Department of Civil & Environmental Engineering is pleased to announce the Civil & Environmental Engineering TA Excellence Awards. Two outstanding TAs; one from each program i.e. Civil, and Environmental, are formally recognized for their exceptional TA contributions in the subsequent academic year. Awards valued at $300 each and two honorable mention awards with no monetary value will be given during the fall departmental graduate orientation session. Faculty members, contract instructors, and students are requested to partake and submit nominations.

Eligibility
- TAs who have been assigned a course for at least one semester (an academic year cycle of the summer and fall term of the preceding calendar year and the winter term of the same year)
- TAs can be nominated for both semesters but can only win one award. However, the TA can be considered for an honorable mention TA award.
- Current TA mentors are ineligible for nomination.

Nomination Process
- Nominations can be made through the TA Support website (http://www.carleton.ca/tasupport/taawards/).
- Nominations can be submitted anytime between the beginning of the summer term to the deadline set by EDC in the following winter term. However, nominations for the summer term are considered only for the departmental awards and will not be considered for the university-wide EDC Outstanding TA Awards.
- A faculty member, contract instructor, or student can submit multiple nominations.
- A faculty member or contract instructor can only nominate a TA assigned to a course taught by the faculty member or contract instructor during the academic year covered by the award.
- A student can only nominate a TA assigned to a course in which the student has been registered on the last day of classes during the academic year covered by the award.
- Only the sections of the form which the nominator is able to comment on will be considered.
- Multiple nomination forms completed by different people for the same TA are welcome.

Selection Process & Criteria
- The selection committee for the department consists of the Department Chair, the Associate Chair (Graduate Studies), and the Graduate Administrator.
- The committee will make a decision based on the:
  a) Communication standard, the quality of communication the TAs contributes towards the students and professor(s).
  b) Teaching, TAs ability to demonstrate in labs / tutorials, office hours, grading feedback, or other opportunities.
  c) Grading, efficiency and accountability in terms of promptness, fairness, feedback and consistency.
  d) Involvement and assistance in lab, tutorial, assignment, solutions, or exam design.
  e) Other noted qualities of the TAs demonstrating outstanding commitment and initiatives. (For example, posting solutions on-line, bringing to the attention of professors and students reading material that complements the selected course material).

Presentation of the Award
Presentation of the awards for the successful candidates will take place during the subsequent year of the department graduate student orientation session.

For more information about the award, you may contact the Department via email info@cee.carleton.ca