Institute of Cognitive Science, TA Award of Excellence (2019-2020)

About the Award:
- One award is offered annually
- The award recognizes TAs that show excellence in supporting undergraduate students in their learning experience at Carleton.
- The winner of the Cognitive Science TA Excellence Award will receive:
  - A letter of recognition
  - A $200 cash prize
  - Their name engraved on a TA Excellence plaque displayed in the department

Nomination Process

Who is eligible?
- TAs who have been assigned to a Cognitive Science course in the fall and/or winter terms.
- TAs who are cognitive science graduate students but TA for other departments.

Who should submit the nomination form/package?
- Nominations are welcomed from faculty, instructors and undergraduate students.
- All nominations will be considered.
- Support from both students and faculty is preferred.
- We encourage nominators to provide as much detail as possible to show the ways in which the TA excels in the criteria listed below.
- Teaching materials can be included but should include a brief description of the context.

Where and when to submit?
- The nomination form is available at: [https://carleton.ca/tasupport/outstanding-ta-awards-nominations/](https://carleton.ca/tasupport/outstanding-ta-awards-nominations/)
- Deadline to submit is 3pm on Mar. 9, 2020.

Selection Process

- The selection committee includes the Cognitive Science Graduate Supervisor, Undergraduate Supervisor and TA Mentor.
- The selection committee will choose the award recipient based on the following criteria:
  - **Communication** — responsive, supportive, clear, concise and timely
  - **Grading** — consistent, fair, equitable, providing useful feedback
  - **Teaching skills** — excellence in guest lectures, tutorials, discussion groups, office hours
  - **Learning environment** — supportive, inclusive and respectful
  - **Other** — anything not addressed above that exemplifies TA excellence
- The award recipient will be informed in early April.