THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY
2022 Common Core Teaching Excellence Award
Nomination Form

To: Committee on Undergraduate Core Education
c/o Undergraduate Core Education

Part A:	**Particulars of the Nominee(s) and the Course(s) Designed and/or Taught by Them**	**[Notes 1, 2]**

Note: If this nomination involves a team of instructors, please enter below the names of all instructors in the team.

Name of the Nominee(s)   Department   Position

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Common Core Course(s) Designed and/or Taught by the Above Nominee(s):

*Note: If this nomination involves a group of courses, please enter below all the courses in this group, and provide in the section below the justifications for grouping them under one nomination *.*

Course Code(s)   Course Title   Section(s)   Common Core Area(s)

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Justifications for grouping the above courses under one nomination:

Year & Term Taught: □ 2021-22 Winter   □ 2021-22 Spring   □ 2021-22 Summer   □ 2022-23 Fall

Part B:	**Particulars of the Nominator(s)** *(Please use additional form if need to)* **[Note 3]**

1. **Salutation**   □ Professor   □ Dr   □ Mr   □ Ms

    Name (in Block) ------------------------------------

    Department ------------------------------------

    Email ------------------------------------

    Contact No. ------------------------------------

    Statement in support of the nomination [Note 4]

    □ A joint statement by all nominators is attached

    □ An individual statement is attached

Status
□ Faculty (Title: ------------------------------)
□ Student (Program ------------------ Year ------)
□ Staff (Title: ------------------------------)
□ Graduate (Degree ------------------------------
            Year Graduated ------------------------)

Signature ------------------------------------

Date ------------------------------------

2. **Salutation** □ Professor □ Dr □ Mr □ Ms

    Name (in Block) ....

    Department ....

    Email ....

    Contact No. ....

    Statement in support of the nomination [Note 4]

       □ A joint statement by all nominators is attached

       □ An individual statement is attached

    Status

       □ Faculty (Title: ....)

       □ Student (Program .... Year ....)

       □ Staff (Title: ....)

       □ Graduate (Degree ....

                     Year Graduated ....)

    Signature ....

    Date ....

3. **Salutation** □ Professor □ Dr □ Mr □ Ms

    Name (in Block) ....

    Department ....

    Email ....

    Contact No. ....

    Statement in support of the nomination [Note 4]

       □ A joint statement by all nominators is attached

       □ An individual statement is attached

    Status

       □ Faculty (Title: ....)

       □ Student (Program .... Year ....)

       □ Staff (Title: ....)

       □ Graduate (Degree ....

                     Year Graduated ....)

    Signature ....

    Date ....

4. **Salutation** □ Professor □ Dr □ Mr □ Ms

    Name (in Block) ....

    Department ....

    Email ....

    Contact No. ....

    Statement in support of the nomination [Note 4]

       □ A joint statement by all nominators is attached

       □ An individual statement is attached

    Status

       □ Faculty (Title: ....)

       □ Student (Program .... Year ....)

       □ Staff (Title: ....)

       □ Graduate (Degree ....

                     Year Graduated ....)

    Signature ....

    Date ....

Part C: **Acceptance of Nomination** *(* Please delete whichever is not applicable)*

I am / We are * pleased to accept the nomination for the 2022 Common Core Teaching Excellence Award.

Name of the Nominee(s)	Signature	Date
....	....	....
....	....	....
....	....	....

Part D:	Particulars of Instructors Involved in the Design and/or Teaching of the Nominated Course *(to be completed by Course Offering Department/Unit)*

Please list out all serving instructors who are or have been involved in the design and/or teaching of the nominated course. These instructors will not be allowed to serve on the Award Selection Committee for the sake of avoiding conflict of interest.

Name (in Block)	Department	Position	Involvement in the nominated course (e.g., previous/current instructor, course designer, course coordinator, etc.)
....	....	....	....
....	....	....	....
....	....	....	....
....	....	....	....
....	....	....	....
....	....	....	....

Part E:	Endorsement by Head of Course Offering Department/Unit

Course Offering Dept/Unit	Name of Dept/Unit Head	Signature	Date
....	....	....	....

Notes

1) The nominee(s) should be an instructor or team of instructors who has designed and/or taught a common core course or common core courses between 1 January and 31 December 2022. The nominee(s) are expected to be responsible for designing the specified course(s) and/or teaching one complete section or all sections of the specified course(s).

2) Each instructor or team of instructors can only be nominated once in an award year. An instructor or a team of instructors who has received the Award or the Honorary Mention in a particular year cannot be nominated again in the subsequent three years.

3) Nomination for the Award may be made by one or more members of the University community, including at least one student.

4) In preparing the supporting statement, the nominator may make reference to the following award selection criteria:

   (a) Excellence in course design (including the development of a new course, or the refinement or redevelopment of an existing course) and teaching innovation;
   (b) Delivery of an exemplary common core course; and
   (c) Innovative assessment of student learning.

   Details about these selection criteria are available at:
   http://uce.ust.hk/web/teaching/call_2022.html

Inquiry/Submission of Nomination Forms

Undergraduate Core Education (UCE)

Office	Room 6401 (Lifts 25-26)
Phone	2358 5089
Email	ucoreaward@ust.hk
Website	http://uce.ust.hk/

Closing Date for Nominations

20 January 2023 (Friday)