

The Principal's Michael Condra Outstanding Student Service Award

Sponsored and coordinated by the Office of the Vice-Provost and Dean of Student Affairs

The *Principal's Michael Condra Outstanding Student Award* is one of 6 awards intended to celebrate teaching excellence and to increase trans-disciplinary exposure to exemplars in teaching and the diverse ways in which the student learning experience is enhanced by educators and educational supports at Queen's. This happens at the course level, through focusing on teaching of strategic university goals as well as through individual and group efforts outside of specific courses, at the academic unit level. Please see the website for a complete listing of the [Principal's Teaching and Learning Awards](#).

This award has been established by the Vice-Provost and Dean of Student Affairs, Queen's University, in recognition of the high level of service and commitment to students and student well-being exemplified by Dr. Condra during his 30 years at the university. He served as the Director of Health, Counselling and Disability Services (now Student Wellness Services) and Assistant Professor in the Department of Psychology.

Criteria

Nominations may be submitted by any member of the Queen's community and by any combination of students, faculty and staff. A strong nomination will demonstrate:

- Breadth of impact;
- Contributions above and beyond what would normally be expected within scope of nominee's role;
- How and why students have benefited from service;
- Length and nature of contribution;
- Why the actions enhanced the student learning experience; and
- Broad support for nomination.

Recognition

Award recipients will:

- be presented with the award at the annual Teaching Awards Reception;
- be recognized by name on the Mike Condra Award plaque;
- receive a \$2,000 award to be used at their discretion, and;
- be featured in Queen's communication vehicles and on the Student Affairs website, among others.

<http://www.queensu.ca/ctl/awards/principals-awards>

NOTE: This award gives consideration to the University's commitment to diversity, equity and inclusion in the diversification of the curriculum and co-curricular programming.

Nomination Requirements

The nomination should include:

- a completed [nomination form](#); (Word, 41kb)
- a nomination letter that clearly outlines how the nominee has provided outstanding service to students; and
- two supporting letters that provide specific examples of the outstanding service as outlined in the criteria.

A call for nominations will be posted on the Student Affairs Website, the CTL bulletin and in the print and on-line Gazette.

All nomination packages should be sent electronically in ONE FILE (PDF format) to the chair of the Selection Committee at principals-tl-awards@queensu.ca.

NOTE: The recipient of this award will be notified directly by a letter from the Principal. Nominators will receive a copy. Only the Nominators will be notified regarding unsuccessful nominations.

Selection Committee

The committee will be chaired by the Vice-Provost and Dean of Student Affairs and will be comprised of one faculty member, an undergraduate student, a graduate student and a staff member from Student Affairs. The committee will be guided in its adjudication by an assessment rubric based on the criteria for the award.

Additional Resources:

1. [Nomination Form \(Word, 41kB\)](#)
2. [Guidelines for Letters of Support \(Word, 14kB\)](#)

Go to www.queensu.ca/ctl/awards/principals-awards

For Further Information Contact:

The selection committee at:
principals-tl-awards@queensu.ca

<http://www.queensu.ca/ctl/awards/principals-awards>