



# UNC CHARLOTTE

The Graduate School

## *The Thomas L. Reynolds Leadership Award*

### *Honoring Excellence in Graduate Program Administration*

Graduate program directors and coordinators play an important and pivotal role in the success of graduate programs. In addition to managing enrollment, Graduate Program Directors and Coordinators must track and manage their students, while implementing programs and services to promote their success. Doing this well deserves recognition and praise.

This award recognizes excellence in the overall management of a graduate program. The winner will receive \$1000, an engraved plaque, and his or her name will be engraved on a perpetual trophy on permanent display at a central location on campus.

#### **Nominations Process:**

- GPDs and GPCs must be nominated, but the nomination can come from anyone (two-page limit).
- Once nominated, a GPD or GPC must submit a written statement reflecting his or her philosophy of graduate education and the role of the GPD or GPC (two-page limit).
- Include two letters of support – one of which should be from a student (two-page limit).
- The Dean of the College must endorse nominations. A simple statement of support is appropriate.
- Nominees must have served in the role at least two years in order to be nominated.

#### **Criteria:**

- Evidence of either growth in enrollment and/or improved graduation from the program;
- Evidence of best practices as an advisor, mentor, and advocate for students (such as tracking, nominating, funding, etc.);
- Effectiveness as a program administrator;
- Evidence of efforts to improve the program experience for students;
- Effective communication with the Graduate School and within the college.

#### **Selection Process:**

- Submission – Electronic submission of the packet to The Graduate School no later than March 15<sup>th</sup> at <https://graduateschool.uncc.edu/reynolds-leadership-award>.
- Selection committee – comprised of members from the Graduate School staff, Graduate Council, GPSG and previous winners.
- Winners will be announced by April 15<sup>th</sup>.