

**Nomination Form for the  
Dean Award for Excellence**

University academic staff

Year – 1442/1443

المملكة العربية السعودية  
وزارة التعليم العالي  
جامعة المجمعة  
كلية العلوم الطبية التطبيقية

Name of the academic staff	Academic degree	Academic department
University email	phone extension	Mobile

Accredited points	Points	Criteria		Filled by the Award Committee
	50-59 % (2 points)	<b>Percentage of teaching load for the academic year of the full quorum according to the applicant scientific degree certified by the head of the department.</b>	<b>1</b>	
	60-69% (4 points)			
	70-79% (6 points)			
	80-89% (10 points)			
	90-100% (20 points)			
	Head of a unit (15 points)	<b>Chairing committees and executive units within the college</b>	<b>2</b>	
	Head of a committee (10 points)			
	A unit member (5 points)	<b>Membership of committees and executive units within the College.</b>	<b>3</b>	
	A committee member (3 points)			
	Number:	<b>Attendance to workshops, training courses and scientific conferences</b>	<b>4</b>	
	Attendance to workshops and training courses (3 points)			
	Conference (10 points)			
	Number:	<b>Presentation of (workshop, training course and scientific</b>	<b>5</b>	
	Presentation in courses or			

	workshops (7 points) Conferences (15) Posters (10)	conferences).	
	Number: Each research (5 points)	Participation in research projects this current year (not published) Or research supervision.	6
	Number: Publication in scientific journals (10 points) ISI journals (15 points)	Publication of scientific researches this current year.	7
	50-59% (2 points)	The percentage of activating the e-learning system by the candidate.	8
	60-69% (4 points)		
	70-79% (6 points)		
	80-89% (12 points)		
	90-100% (24 points)		
	75-84% (5 points)	Performance appraisal by the head of department.	9
	85-94% (10 points)		
	95-100 % (15 points)		
	From (5 points each)	Effective participation in quality activities.	
	60-69% (2 points)	Results of the students' opinions on the performance of the faculty member.	10
	70-79% (4 points)		
	80-89% (6 points)		
	90-100% (10 points)		
	Total points:		
Total points written.....			

## ❖ **Criteria for nomination**

### **A. The following is required from the academic staff to be nominated for the prize:**

- 1- The application is opened for all the academic staff in the college.
- 2- The academic staff has not been subjected to any punishment related to academic / professional conduct during his / her university work.
- 3- The applicants who won last years are eligible to apply this year.
- 4- Incomplete files will be excluded from nomination if not fulfillment the required criteria
- 5- The applicants should have spent at least two academic semesters working at the university.
- 6- The process of evaluation and selection between candidates will be based on the file contents and the extent to which they meet the criteria and terms of this prize.

## ❖ **Attachments**

### **(All the attachments should be for 1442-1443)**

- 1- Academic burden for this year signed and approved by the head of the department.
- 2- Copy of committee membership and participation in committees and units.
- 3- A copy of survey results of student opinions on the performance of the faculty member for each division he/she is teaching.
- 4- A copy of the workshops certificates, training courses, and scientific conferences.
- 5- A copy of the certificate of the workshops presentations, the training course and the scientific conference.
- 6- A copy of participation in scientific researches.
- 7- A copy list of published scientific researches.
- 8- A copy of academic counselling office hours to guide and answer the students enquires.
- 9- Performance appraisal by the head of the department.
- 10- Excellence in activating the e-learning system

Head of the Academic department	Name of the academic staff
Name:	Name:
Academic department:	Signature:
Signature:	

**Result: (.....) Written.....**

**Name of the committee member:**

**Signature:**

**Name of the committee member:**

**Signature:**

**Name of the committee member:**

**Signature:**

**Name of the committee member:**

**Signature:**

**Name of the committee member:**

**Signature:**

**Name of the head of the committee member:**

**Signature:**

**Date: / / 14**