**Application Form**

**Dean’s Award (Research Excellence) 2021/22**

1. **Personal details of Nominated SCE Staff**

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| **Part A** : Please 🗹 the appropriate option below:  |
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| 🞏 Application for Individual Award *(please fill in Part A only)*  |
| 🞏 Application for Group Award (*please fill in Parts A & B*)  |
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| Name of Staff/ Team leader : |  | Division : |  |
| Current Post : |  | Current Post since :  |  |
| Current Contract Period :  | From : | To: |  |
| Date Joined SCE :  |  | Service Years:  |  |
|  |  |  |  |
| **Part B** : Please provide personal details of team members below for **Group Award Application**. *Please extend the Team member list if necessary*. |
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| **Team member 1** |  |  |
| Name of Staff :  |  | Division : |  |
| Current Post : |  | Current Post since :  |  |
| Current Contract Period :  | From : | To: |  |
| Date Joined SCE :  |  | Service Years:  |  |
|  |
| **Team member 2 (if any)** |  |  |
| Name of Staff :  |  | Division : |  |
| Current Post : |  | Current Post since :  |  |
| Current Contract Period :  | From : | To: |  |
| Date Joined SCE :  |  | Service Years:  |  |
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| **Team member 3 (if any)** |  |  |
| Name of Staff :  |  | Division : |  |
| Current Post : |  | Current Post since :  |  |
| Current Contract Period :  | From : | To: |  |
| Date Joined SCE :  |  | Service Years:  |  |

1. **Track Record of Research-related activities of the Nominated Staff in the past 5 years within**

**SCE.** Please list in detail the following aspects of the nominated staff/ team. Suggested formats for listing of quality scholarly work are showed below for reference –

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| **#** | **Variation of publications** | **Formats for reference**  |
| 1 | Article in Journal  | ‘Name of article/chapter’, *Name of Journal (in italics)*, Editor and/or Publisher, Vol.(No.): Pages (if any). |
| 2 | Article/Chapter in Book  | ‘Name of article/chapter’, in Name (ed.), *Name of book (in italics)*, Publisher, p. x/pp. x-xx. |
| 3 | Author/Editor of a Book | *Name of book (in italics)*, Publisher, xxx pp.  |
| 4 | Conference Proceedings  | ‘Name of article’, *Proceedings of the (name of Conference) (in italics)*, place, month year of Conference held (e.g. September 2013), Vol.(No.):Pages (if any).  |
| 5 | Paper presented at Conferences  | ‘Name of paper’, Paper presented at (1st/2nd/3rd Name of Conference), place, month year of Conference held. |
| 6 | Article in Journal/Book  | 〈篇名〉， 載《書、刊物名稱》， 編者/出版人， 卷數/期數， 頁次. //作者姓名  |
| 7 | Editor of a Book  | 《書名》，出版人， 共 xx 頁 //編者姓名 |

1. **List of quality Scholarly Work** (e.g. Research publications (with impact factor), Conference presentations/ papers etc.) Please extend the list if necessary.

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| --- | --- | --- | --- | --- |
| **Type of Research Output**  | **Year of publication** | **Author(s)****(Please bold and underline the corresponding author)**  | **Title and details**  | **Impact factor (if applicable)**  |
| e.g. Article in Journal  | 2020 | **CHAN, T.M.**, FUNG, K.Y. and TAM, J.K.W | “What are the dogs thinking? Hints for new pet owners.” *Animal Magazine*. Hong Kong Pets Kingdom. Vol. 110: 5-8 | 2.5 |
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1. **Evidence of recognition in the field** (e.g. invitations to be keynote speakers in international conferences, and/or member of the editorial board for refereed journal publications etc.) Please extend the list if necessary.

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| --- | --- | --- | --- |
| **Role of the applicant**  | **Month/Year****Or relevant period** | **Details** **(e.g. conference title, name of editorial board etc.)**  | **Remarks**  |
| e.g. Keynote speaker | 2019 | XX International Conference 2019 | Presentation title: xxx |
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1. **List of award of major external research grant or consistent and active engagement in consultancy projects.** Please extend the lists if necessary.

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| --- | --- | --- | --- | --- | --- |
| **Year** | **Award/ Funding origanisation** | **Role of the applicant (e.g. PI/ Project leader etc.)**  | **Project Title**  | **Project duration (months)**  | **Total amount of Grant awarded (HK$)**  |
| e.g. 2020 | RGC  | PI  | XXX  | 24  | $300,000 |
|  |  |  |  |  |  |
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1. **Overall comments/ Personal statement, if applicable** (e.g. special contribution in research to the School). Maximum one A4 page.

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**\*Remarks:**

1. The information provided will be kept strictly confidential, and will be used only for processing the nomination under review and presented to the Dean’s Award (Research Excellence) Selection Panel (DASP) and the Research Management Committee (RMC) in appropriate meetings for consideration.
2. The Award is not applicable to Division Head/Director/Chairperson of Research Management Committee.
3. **Declaration of the Nominated SCE Staff/ Team leader**

Please 🗹 the appropriate option:

🞏 This application is a self-nomination supported by Division Head/ Director concerned.

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🞏 This application is a nomination by (Title and full name of the \*Supervisor/Division Head/Director concerned.)

I hereby confirm that all the information contained in this form is accurate and truthful.

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| Signature of Nominated SCE StaffTitle and full name: Position: Date:  |

1. **Nomination by Supervisor/ Division Head/Director concerned** *(not applicable to self-nomination)*

I hereby nominate the staff member for receiving the Dean’s Award (Research Excellence).

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| Signature of the Nominator Title and full name: Position: Date:  |

1. **Recommendation**

I \*recommend / do not recommend the staff member for receiving the Dean’s Award (Research Excellence).

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| Signature of Head/Director of Division Title and full name: Date: |

*\* Please delete whichever inappropriate.*