

## **Definitions:**

Award: Hall Award.

CSZ: Canadian Society of Zoologists

CMD Section: Comparative Morphology and Development Section of CSZ.

Annual Meeting: Annual meeting of the CSZ.

## **Full award name:**

Brian K. Hall Award in Comparative Morphology and Development

## **Working award name:**

Hall CMD Award

## **Etymology of the award:**

Named in honor of Brian K. Hall, a distinguished Canadian evolutionary developmental biologist and founding sponsor of the award.

## **Objectives:**

The Award is given for the best oral presentation by a student on a topic in comparative morphology and development at the Annual Meeting.

## **Date established:**

2005

## **Historical:**

Brian K. Hall provided a generous donation to establish the initial endowment for this award in fall 2005. He also made a separate donation to ensure the initial award could be made at the 2006 Annual Meeting in Edmonton.

## **Award:**

The recipient currently receives an award of \$300.

## **Funding of Award:**

Funded through the Hall Fund of ZET.

## **Frequency of Award:**

Normally, one Award is given annually at the Annual Meeting, with the winner being announced at the awards ceremony.

## **Eligibility:**

Undergraduate, MSc and PhD students are eligible to apply. Postdoctoral students whose thesis defense was prior to the last Annual Meeting are not eligible. At the time of application, a student must either be in an active undergraduate/graduate program, or have completed his/her bachelor's degree or defended his/her thesis since the last Annual Meeting. For a student who has already defended his/her thesis, the research incorporated in the presentation must have been conducted during the applicant's graduate program.

Applicants who are not sole author of a presentation should read the next section carefully.

## Application procedures:

To apply, students will normally

- a) indicate that they wish to be considered for the Award at the time of abstract submission, and
- b) confirm that they are a paid-up member of the CSZ and an active member of the CMD Section.

In the case of multi-author presentations, applicants must be first author, and must also submit a letter from their supervisor (or the most senior co-author) attesting that the research being presented was primarily that of the applicant (i.e., first author). The letter should be addressed and sent to the Chair of the Section (E-mail is sufficient).

## Adjudicators:

Judges will be selected by the Chair of the CMD Section. A minimum of three judges will be selected. One judge will be designated the head judge and at least one judge should be fluent in French. Two or more judges may be selected if the number of applicants warrant, but in all instances the total number of judges will be an odd number.

## Selection criteria:

The best student presentation will be the one that is the most memorable in terms of the quality and significance of the research, and the quality of the presentation. Recommended criteria and weighting are as follows:

- a) (50%) quality & significance of the research: Was the research well justified (did it address an important question)? Were the results compelling and stimulating? Were the conclusions well supported? How exciting or memorable was the research?
- b) (20%) technical quality of the presentation (quality of graphics, clarity of figures and tables, quality of organization & timing),
- c) (20%) quality of the defense of the research (e.g., during the talk or during questions), and
- d) (10%) poise of the speaker throughout the presentation and questions.

In the event that the judges feel two presentations were of equal quality, preference should be given to the more junior student (e.g., MSc over PhD, on the grounds that the MSc student has had less experience and time to do the research).

## Selection procedure:

The head judge will:

- a) ensure that all judges are informed of the selection criteria and the selection procedure,
- b) determine which judges will evaluate which presentations (where feasible, all judges should view all presentations, to ensure equitability; at least two judges must view each presentation),
- c) ensure that no judges are asked to adjudicate presentations by their own students,
- d) ensure that at least one French-speaking judge adjudicates presentations given in French,
- e) supervise the voting procedure as soon as possible after the final applicant has presented.

To streamline voting, the following procedure is recommended:

- i) ask each judge to rank his/her top 5 candidates: 5= highest rank, 4= next highest rank, etc. If a judge feels two candidates were equally good, they may be considered as a tie, for example, two candidates tied for highest rank would be assigned ranks of 4.5 each and two candidates tied for second highest rank would be assigned ranks of 3.5, etc.),
- ii) sum the ranks of all the judges for each candidate; the candidate with the highest sum is the winner,
- iii) in the event of a tie, the head judge is encouraged to do a re-count where only the ranks of the tied candidates are considered (e.g., for each judge, assign 2 to the highest ranked candidate,

- and 1 to the lowest ranked candidate, if two candidates are tied), the candidate with the highest sum of ranks is the winner,
- iv) in the event that a tie persists following the second round of ranking, the head judge will then supervise a discussion of the strengths and weaknesses of the tied candidates, until consensus is reached about a winner.

f) inform the Chair of the name of the winner as soon as possible after the winner has been selected.

## **Advertising:**

The Section Chair will:

- a) ensure that the Local Organizing Committee creates a space on the registration form of the Annual Meeting for students to indicate that they wish to be considered for the Hall Award, and
- b) endeavor to remind all current CMD members about the award well before the abstract submission deadline.

## **Notification of applicants/nominees:**

The Chair of the Section will:

- a) announce the award at the awards ceremony at the Annual Meeting, and
- b) shall be responsible for notifying the recipient of the Award if the recipient is not present at the awards ceremony.

## **Awarding of prize:**

The Chair of the Section shall notify the ZET Treasurer of the name and address of the recipient. The CSZ Treasurer shall ensure payment of the award.

## **Date of this revision:**

January 11, 2006