

Alumni Achievement Awards Terms of Reference



History of Awards

Established in 1978, the University of Saskatchewan Alumni Association Awards honour the outstanding accomplishments of our alumni and attest to the excellence of the University of Saskatchewan educational experience.

Award Description

The Alumni Achievement Awards recognize graduates of the University of Saskatchewan for excellence, leadership, and innovation in their achievements and contributions to the social, cultural, and economic well-being of society, which positively reflect on the University of Saskatchewan and the Alumni Association. Alumni successes will be recognized through their exemplary contributions in fields such as:

- aboriginal initiatives
- agriculture
- the arts
- athletics, sports, and wellness
- business and industry
- community leadership

- education
- occupations or professions
- philanthropy
- public service
- research
- volunteer service
- technology

Nominees

Awards Criteria to be met by recipient

- Has achieved excellence, leadership, and/or innovation in their chosen field of endeavor
- Has made outstanding contributions to the social, cultural, and economic well-being of society
- Has made a significant contribution that reflects well on and/or benefits the U of S and the Alumni Association

The Achievement Award Recipients:

recipient must be an individual who is a voting member of the University of Saskatchewan Alumni
Association; that is, a person holding a degree, certificate, and/or a diploma from the University of
Saskatchewan, or, an honorary member having been approved by the membership at an Annual General
Meeting

The Young Alumni Achievement Award Recipients:

- must meet all of the criteria for the Achievement Award as described above;
- must be 40 years old or younger as of the nomination deadline for the current award;
- must have graduated 10 or fewer years as of the nomination deadline for the current award.

Nominations Terms and Selection Procedures

Nominators

- Nominations should be made by a member of the Alumni Association, or, have a letter of support from at least one member of the Alumni Association:
 - DEFINITION a "Member" of the University of Saskatchewan Alumni Association (the "Alumni Association"), as defined in the Alumni Association Bylaws, must be a graduate holding a degree, certificate or diploma from the University of Saskatchewan (all graduates with a degree, certificate or diploma are automatically considered members of the University of Saskatchewan Alumni Association)



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Nominations:

- Nominations of the alumni of any graduation year, degree, certificate, diploma, or discipline are welcomed for the Achievement Award.
- Nominations for recent graduates (Young Alumni) as defined in the criteria section above are also encouraged for separate consideration.
- Posthumous nominations will be eligible within one calendar year of the deadline for nominations.
- Nominations will be accepted on a rolling basis with a cut-off deadline to be established and published annually:
 - Deadlines will be made known to alumni and friends in (at least) the closest edition of the *Green & White*, the alumni magazine; deadlines will also be posted on the University of Saskatchewan website alumni.usask.ca/achieve
- Nominations may not be made for oneself or for one's immediate family member
 - For the purpose of this award, the definition of "immediate family" is:
 - the nominee's spouse or common-law partner;
 - the nominee's parent/guardian and the spouse or common-law partner of the parent/guardian;
 - the nominee's children and the children of the nominee's spouse or common-law partner;
 - the nominee's grandchildren;
 - the nominee's brothers and sisters;
 - the nominee's grandfather and grandmother
 - the parent/guardian of the spouse or common-law partner of the nominee and the spouse or common-law partner of the parent/guardian
 - any relative of the nominee who resides permanently with the nominee or with whom the employee permanently resides, including adopted, foster or step children
- Nominations shall include a completed nomination form and two (2) letters of support from additional referees
 - Please see Nomination Form located at alumni.usask.ca/achieve
- Nominations may be submitted by a nominator for more than one nominee in a particular year;
- Nominations should not be made known to nominee;
- Nominations will stand for consideration in the year in which it is submitted, and, if a nominee is not selected, the nomination will stand for the following year as approved by the selection committee;
- Nominations that are unsuccessful will be made known to the nominators by email or letter, notifying them if the nomination will stand for a second year, or, if the nomination has expired;
 - o A nomination that has expired after two years may be submitted for a nominee again through the regular nominations process.

The Selection Process:

- The Selection Process is overseen by the Achievement and Engagement Committee of the Alumni Association Board
 of Directors, including the review of all nomination materials and selecting the recipients through a criteria-based
 process:
 - Results are compiled and confirmed by the University ACE staff resource assigned to the Achievement and Engagement Committee;
- The Selection Process is completely confidential, and, in a particular year, may result in:
 - o potential nominees being assigned to the appropriate age category by the Achievement and Engagement Committee;
 - o no award(s) being bestowed; and,
 - the maximum, but not necessarily the maximum, number of awards being bestowed.
 - The maximum number of awards to be presented annually should not exceed 12, except for special circumstances that warrant additional considerations;
 - Two (2) of the awards may be held aside for consideration in the Young Alumni category



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Bestowing of Award and Recognition Event

- Recognition of the recipient(s):
 - o will include appropriate recognition at a ceremony and/or event sponsored by the Alumni Association and arranged at the discretion of the Association;
 - will include listings on the Alumni Wall of Honour (located in Place Riel) and on the Alumni Association website:
 - o may be done through a designate should the recipient be unable to attend the Ceremony; and,
 - will appear in the Green & White and will be publicized through a news release prepared and provided to local media.
- The Board reserves the right, in its discretion and on approval of a simple majority of the Board members, to:
 - o revoke an award granted to a recipient should circumstances arise that, in its opinion, could unfavorably impact the reputation and/or image of the University and/or the Alumni Association;
 - o make changes to these Terms of Reference on the recommendation of the Achievement and Engagement Committee; and,
 - o authorize the deviation from these Terms of Reference, from time to time, on the recommendation of the Achievement and Engagement Committee.