



## CALL FOR NOMINATIONS

In preparation for the October 2019 Convocation Ceremony

Outstanding Achievement Award

&

W.K. Warrender Award

Deadline for submissions is:

**4:30 PM on Friday, September 20, 2019**

Submissions received after the deadline date will not be considered.

If you know of a commendable student candidate to be considered for either an Outstanding Achievement Award or the W.K. Warrender Award, prepare the attached Nomination Package in collaboration with the Program Associate Dean and the Program Coordinator.

Complete the Nomination Package and return to your Academic Dean for endorsement and submission to Teresa Boshier by

**September 20, 2019**

For information or questions, please contact:  
Lina Bombardieri  
Room C202, Fennell Campus  
905-575-1212 ext. 4360



GRADUATE RECOGNITION AWARDS

# NOMINATION PACKAGE

For October 2019 Convocation

Deadline for submission: **September 20, 2019**

**History and Preamble:****Graduate Medals**

In 2014, the Board of Governors of Mohawk College initiated the presentation of the Graduate Medals to the graduates of Diploma Programs who achieved academic distinction while maintaining honours academic standing, with no failures. The medals are awarded to the graduating student with the highest grade point average of each faculty ([Policy and Procedure SS-3000-2014](#)).

Mohawk College presented seven Graduate Medals at the Spring 2014 Convocation to students in each of the seven faculties: Faculty of Business, Faculty of Community and Urban Studies, Faculty of Engineering Technology, Faculty of Health Sciences, Faculty of Interdisciplinary Studies, Faculty of Media and Entertainment, and Faculty of Skilled Trades and Apprenticeship.

**Outstanding Achievement Awards for 2-Year Certificate and Diploma Programs**

In June 2014, the Board of Governors initiated the presentation of Outstanding Achievement Awards to recognize graduates who achieve distinction in every segment of College life and demonstrate traits that set an example to fellow students ([Policy and Procedure SS-3000-2014](#)).

Mohawk College presented seven Outstanding Achievement Awards at the Spring 2014 Convocation to students in the following programs: Applied Music, Broadcasting – Television and Communication Media, Community Integration through Co-Operative Education, Computer Engineering Technology, Child and Youth Worker, Educational Assistant, and Recreation Therapy.

**Committee:**

The Convocation, Recognition, Awards, & Medals' Team includes the following:

Registrar

Director, Enrolment Services and Systems, Scheduling, Registration & Convocation  
(Chair)

Manager, Registration and Scheduling

Director, Office of the President

Director, Alumni Relations

Dean, Student Services

Four Academic Deans

Executive Director, MSA Staff

Prior Learning Assessment & Recognition Clerk (Resource)

**Process:**

The Call for Nominations and the submission deadline is announced prior to each Convocation ceremony. The nomination and selection process is time-sensitive taking into consideration the short interval between the loading of grades, the publication of graduate lists and the Convocation ceremonies.

The Prior Learning Assessment & Recognition Clerk receives nominations following the Dean's endorsement. Various details are reviewed and confirmed prior to the meeting of the Convocation, Recognition, Awards, & Medals' Team.

The Convocation, Recognition, Awards & Medals' Team reviews the nominations and recommends a slate of nominees to the President for approval on behalf of the Board of Governors. Following the President's approval, the documents are prepared and framed and the citations finalized.

**Starting the Process:**

If you are aware of a student who is deserving of this special recognition, please consider preparing the nomination package.

- Start the process early to gather information to support the nomination, particularly if you are not familiar with the nominee's activities outside of Mohawk College.
- Solicit information from faculty and staff in the nominee's program and service departments as well as from people in other divisions of Mohawk College (e.g. Varsity Athletics, student government) with respect to in-College extracurricular activities. Consider including information provided by students in their ePortfolio.
- Consideration of a student for either an Outstanding Achievement Award or W.K Warrender Award is initiated by the submission of the nomination package with supporting documentation by the nominator to the Dean.
- The Dean will endorse each nomination and prioritize, where appropriate, according to program discipline.
- The Dean will forward the nomination package to the Prior Learning Assessment & Recognition Clerk by the deadline date.

**Nomination Package - Appendix B:****Information about the Nominee & Endorsements**

The Convocation, Recognition, Awards, & Medals' Team recommends that the nominator, in consultation with the Dean/Program Associate Dean/Coordinator, draw upon the experiences of staff members in the program and service departments, the student's ePortfolio information, and CCR to determine a candidate's eligibility. This assessment should consider the student's experience during time spent completing a College program. The nominator is encouraged to be sensitive to the activities of their students to ensure that worthy candidates are considered.

**Nominee's Profile**

Provide a detailed profile (typewritten) highlighting the nominee's educational experience and contributions while attending the College in the following areas:

- Characteristics of the Nominee During College Program in an Academic Setting
  - Include the nominee's personal characteristics such as Acceptance of Responsibility, Leadership, Contribution to Learning, Consideration of Others, etc.
- Program-Related Contribution
  - The College, community and extracurricular activities by the candidate that demonstrate outstanding accomplishments during time spent in their Program. How these activities made an impact on fellow students and staff.
- Extracurricular Contributions (Not program related)
  - Volunteer activities in the College and community that demonstrate outstanding accomplishments and community involvement not program related. Other awards or recognition the candidate received.

**Academic Contribution**

Recommendations for Outstanding Achievement Awards are restricted to students who have maintained an average of 75% GPA or greater throughout their program of study.

These grades include the assessment of the student's field placement, clinical and/or co-op placement.

Grades will be validated and provided by the Prior Learning Assessment & Recognition Clerk to the Convocation, Recognition, Awards, & Medals' Team during the selection review.

The GPA calculated by the college transcript system will be used for consistency and equal consideration of all nominees.

**CATEGORY (please check one – descriptions on reverse):**

**Student Awards**

Senior Student Ambassador

**Graduate Awards**

Outstanding Achievement Award

W. K. Warrender Award

**NOMINEE INFORMATION:**

Last Name: \_\_\_\_\_ First Name \_\_\_\_\_

Student # (if applicable): \_\_\_\_\_

Department: \_\_\_\_\_

Faculty: \_\_\_\_\_

Nominee's Profile:





Appendix B  
Student and Graduate Recognition Awards  
Nomination Package

Nominee's Profile (cont.):

If more space is required, please provide in a separate page.

[Large empty rectangular box for providing additional information about the nominee's profile.]

Presented at:  June Convocation  October Convocation  Other:

Convocation Ceremony Date and Time: \_\_\_\_\_

**NOMINATOR INFORMATION:**

Nominated by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

All nomination package must be approved and signed by the Academic Dean

Approved by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AWARD CATEGORIES:****Student Awards****❖ Senior Student Ambassador**

- Acknowledgement of second year postsecondary students for their academic grades and volunteer hours completed in their first year at Mohawk. Nomination packages are submitted by academic area and Student Engagement staff. Packages reviewed by the Convocation, Recognition, Awards and Medals' Team.

**Graduate Medals****❖ Graduate Medals (no nomination required)**

- Awarded to one student per faculty who achieve distinction while maintaining honours academic standing, with no failures. The medals are awarded to the graduating student with the highest grade point average of each faculty, as determined by the Registrar.

**❖ Outstanding Achievement Award**

- Awarded to graduates who achieve distinction in every segment of College life and demonstrate traits which set an example for fellow students. Recipients will have maintained a minimum 75% GPA academic standing and will have proven community involvement and extracurricular activities that contributed to the enhancement of College and community life. Nomination packages submitted by academic area and reviewed by the Convocation, Recognition, Awards, and Medals' Team.

**❖ Posthumous Diplomas**

- Mohawk Certificate, Diploma or Advanced Diploma awarded to recognize students who have passed away after completing a minimum of 75% of their program requirements within a timeframe established by the Registrar. Recommended by Dean/Associate Dean and confirmed by the Convocation, Recognition, Awards, and Medal's Team.

**❖ W.K. Warrender Award**

- Presented in recognition of the distinguished contribution of recipients to student life throughout their time at the College. Nomination packages submitted by academic area and reviewed by the Convocation, Recognition, Awards and Medals' Team.

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For additional information, refer to [Special Recognition Awards Policy](#)

**Deadline:**

Refer to "Call for Nominations" for the appropriate deadline prior to each Convocation ceremony.

**Endorsements:**

The signature(s) of the nominator(s) and the Dean are required prior to the submission of the nomination package to the Prior Learning Assessment & Recognition Clerk.

**Role of the Dean:**

The Dean will endorse each nomination, prioritize the nominations according to program discipline, if required, and forward the nominations to the Prior Learning Assessment & Recognition Clerk by the deadline.

**Dean to send Completed Nomination Package to:**

**Teresa Boshier**  
**Prior Learning Assessment & Recognition**  
**Mohawk College, Room C202 # 6**  
**Fennell Campus**  
**Telephone: 905-575-1212 ext. 2395**  
**[teresa.boshier@mohawkcollege.ca](mailto:teresa.boshier@mohawkcollege.ca)**

Our graduates and their families appreciate the tradition of recognizing Mohawk College's deserving students.

Thank you for your submissions.