

CURAC/ARUCC AWARDS POLICY

(Approved March 2015)

Awards are intended to recognize members for outstanding service to CURAC/ARUCC at both the local and national levels. There are three approved categories of individual awards: (1) The Contribution to CURAC/ARUCC Award; (2) The CURAC/ARUCC Tribute Award and (3) the CURAC /ARUCC Appreciation Award. In addition, the Board approved a fourth award (4) The CURAC/ARUCC Member Association Award.

1. CONTRIBUTION TO CURAC/ARUCC AWARD

The Contribution to CURAC/ARUCC Award is intended to recognize a university or college retiree who has made an outstanding contribution to CURAC/ARUCC at the national level over a number of years. A nomination for this award must include an appropriate citation (at most one page) outlining the nature of the nominee's exceptional contributions.

2. TRIBUTE AWARD

The CURAC/ARUCC Tribute Award recognizes an exceptional contribution and/or achievement by a university or college retiree at the local member association level. A nomination for this award requires an appropriate citation (at most one page) outlining the nature of the nominee's post-retirement service and /or achievement which will be assessed for its breath, depth and significance.

3. APPRECIATION AWARD

A Certificate of Appreciation shall be awarded to a university or college retiree who has completed significant service as a member of the CURAC/ARUCC Board or as the Chair of an Association Committee. The Certificate and a brief citation shall be prepared and normally presented at the Annual Banquet or at a time and place convenient to the recipient. Appreciation Awards do not normally require a nomination and are at the prerogative of the Board of Directors upon recommendation by the Awards Committee.

4. ASSOCIATION AWARD

The CURAC/ARUCC Member Association Award is intended to recognize a CURAC/ARUCC member association that is deemed to have undertaken a significant initiative of benefit to the membership at the local and/or national level. One example of one such an initiative might be the hosting of an annual conference. The recipient will be offered the opportunity to make a presentation at the next Annual CURAC/ARUCC Conference. A nomination shall include a citation describing the significance of the initiative to be recognized. Self-nominations are acceptable and member Associations shall be eligible for this award at most once every five years.

AWARDS ADMINISTRATION 2016-17

1. CURAC/ARUCC Awards shall be administered by an Awards Committee chaired by the Awards Secretary. Other members of the Awards Committee shall be appointed by the Chair.

2. The Chair shall, normally, by the end of October, issue a call together with the award criteria to:
 - (a) all **member associations** requesting the submission of nominations on the approved form for the **Contribution to CURAC/ARUCC Award, the CURAC/ARUCC Tribute Award and the CURAC/ARUCC Association Award.**
 - (b) current and past members of the CURAC/ARUCC Board of Directors and Committee Chairs requesting nominations on the approved form for the CURAC/ARUCC **Appreciation Award;**
3. Nominators are requested to obtain the consent of a Nominee before submitting a nomination;
4. The suggested deadline for receipt by the Awards Secretary of all nominations is **January 31.**
5. Unsuccessful nominations may be considered for at most two succeeding years.
6. Nominations will be adjudicated by the Awards Committee with the understanding that where there may be a conflict of interest, a Committee member shall be recused.
7. Those receiving awards will be notified at least one month prior to the Annual General Meeting. Awards will normally be presented at the Annual Banquet or at a time and place convenient to the recipient.
8. Award recipients shall be presented with a framed certificate and an award citation will be read and published in the post-conference Newsletter and on the web-page together with an appropriate photograph.
9. Award recipients of the Contribution to CURAC/ARUCC Award and the Tribute Award who plan to attend the Annual Conference will be offered a complimentary conference registration package by CURAC/ARUCC.