



TITLE:	Awards and Staff Recognition Policy
POLICY NUMBER:	2018-02
CONTACT:	President
EFFECTIVE DATE:	March 1st 2019
REVISION DATE:	
APPROVED BY:	General Assembly

Awards and Staff Recognition Policy

1. PURPOSE AND PREAMBLE

1.1 The purpose of this document is to establish clear policies and procedures related to the selection and distribution of Awards to Residents and ResSoc Student Staff.

2. INTENDED AUDIENCE

2.1 The intended audience for this document are members of the ResSoc, volunteers, and student staff.

3. RESIDENT AWARDS

3.1 StAR Program

3.2 StAR (Student Appreciation in Residence) program is run within the residences and designed to recognize the positive contributions that residents make in their community. From going above and beyond to make sure their peers are safe to respecting and working with residence staff to maintain safety within residence. Those who successfully exemplify the ideals of student leadership for the StAR program will receive recognition from ResSoc as a student leader. They can be nominated by a residence staff member in their building to receive the award.

4. STAFF RECOGNITION AWARDS

4.1 Residence Council Achievement Awards

4.1.1 The Residence Council Achievement Awards are awarded to individuals who have worked for two or more years with Residence Society or the former Main Campus Resident's Council/Jean Royce Hall Council in the capacity of a house president, residence facilitator or executive member. These individuals have demonstrated outstanding commitment and services to residences recognizing their positive and lasting impact on residence councils.

4.2 House Council Team Award

4.2.1 The House Council Team award recognizes a building specific house team that exemplifies collaboration and cooperation to which they demonstrate a significant contribution with results that have benefited not only their house but the greater Residence Society.

4.3 Rookie of the Year

4.3.1 The Rookie of the Year award is given to both a House President and a Residence Facilitator who is in their first year of working with the Residence Society.

4.3.3 These individuals exemplify significant leadership skills, such as the ability to guide both staff and students, foster goodwill and compassion for others and have grown significantly not only in their capacity as a Residence Society staff member, but also as an individual throughout the past year.

4.4 General Assembly MVP

4.4.1 The General Assembly MVP Award is given to an assembly member who has actively contributed to the on-goings of General Assembly in a critically and effective way. This individual has spoken a great deal during assemblies this year, always comes prepared reading the assembly agendas with a wealth of knowledge and conversation.

4.5 CYL Award

4.5.1 The Committed Year-Round Leader award is given to a first year volunteer, which could include First Year Event Advisors, Interns and Floor Representatives, that have demonstrated consistent reliability in their position and have gone above and beyond the scope of their positions. This individual inspires a high level of commitment while taking on new initiatives, sets a high standard of integrity by leading through example and maintains a positive attitude.

5. MEMORIAL AWARDS

5.1 Thomas J. Nugent Memorial Award

5.1.1 Sponsored by the Residence Society and established by the friends and colleagues of **Thomas J. Nugent**, MCRC Vice-President (Discipline) 1995-1996 & 1996-1997 whose untimely death silenced a brilliant mind and cut short a promising future. This award has been set up in memory and appreciation of his commitment and dedication to the Main Campus Residents' Society. The **Thomas J. Nugent Memorial Award** will be presented annually to an ResSoc staff member whose performance far and away exceeds the expectations of their position.

5.1.2 Sponsored by the Residence Society and established by the friends and colleagues of **Thomas J. Nugent**, MCRC Vice-President (Discipline) 1995-1996 & 1996-1997 whose untimely death silenced a brilliant mind and cut short a promising future. This award has been set up in memory and appreciation of his commitment and dedication to the Main Campus Residents' Society. The **Thomas J. Nugent Memorial Award** will be presented annually to an ResSoc staff member whose performance far and away exceeds the expectations of their position.

- i) The Award, consisting of a certificate of recognition and a monetary gift, will be bestowed at the End-Of-Year Residence Staff Banquet. The name of the selected individual shall be added to the Thomas J. Nugent Memorial Plaque which shall be displayed in Victoria Hall.
- ii) Details of the Memorial Award are included in the **Thomas J. Nugent Memorial Award Supplementary Document**.

5.2 William Luckwin Memorial Award

5.2.1 Sponsored by the MCRC in recognition of William Luckin, an esteemed member of the Queen's and Kingston communities, in honour of his contributions and dedication to fostering a

positive relationship between the Queen's and Kingston communities. The William Luckin Memorial Award will be presented annually to *“that group which makes the greatest contribution towards fostering a spirit of Goodwill between the Queen's Residence and Kingston Communities.”*

5.2.2 The Award, consisting of a certificate of recognition, will be bestowed at the End-Of-Year Residence Staff Banquet. The name of the selected individual or group shall be added to the William Luckin Memorial Trophy which shall be displayed in Victoria Hall.

5.2.3 Details of the Memorial Award are included in the **William Luckin Memorial Award Supplementary Document**.

6. SELECTION PROCEDURE

6.1 Selection shall be done either through nomination or through selection by the Executive Board.

6.2 Selection shall be done no later than the first week of March of that year.

7. AMENDMENTS

6.01 General

Distribution of awards is not limited to those outlined in this Policy. Amendments to this Policy or code should be approved by the President in consultation with the Human Resources Officer.

8. COMMENCEMENT OF POLICY

This Policy or code comes into force on the effective date noted on Page One.