

Number & Title: PC4 - Prizes and Awards Policy

Effective Date/Expiry Date: (if applicable)

April 28th, 2022

Approval Date:

April 27th, 2022

Policy Type:

Internal Policy

Review Date:

This policy shall be reviewed every 5 years.

Responsible Body:

Executive Committee

Designated Executives and Staff Members:

Policy Advisor/Archivist, President

Authority:

AMS Code of Procedure Section II, Article 11(1)

Purpose and Goals:

This policy is designed to:

1. Streamline and establish a point of reference for the Society's Prizes and Awards.
2. Determine the criteria, procedure, and responsible body for each Award.
3. Increase accountability in regards to how decisions are made for the Society's Prizes and Awards.

Applicability:

This policy applies to all Prizes and Awards given to individuals or organizations on behalf of the Society.

Exclusions:

This policy does not apply to the Society's Human Resources awards or awards within the Society's respective Constituencies and Clubs that only apply to that specific club or constituency.

Definitions:

1. **"Award"** means a prize or other mark of recognition given in honor of an achievement.
2. **"Council"** means the Council of the Alma Mater Society.
3. **"Councillor"** means all voting and non-voting members of AMS Council.
4. **"Executive"** means an Executive of Council including
 - a. The President;

- b. The Vice-President Academic and University Affairs;
 - c. The Vice-President Finance;
 - d. The Vice-President Administration;
 - e. The Vice-President External Affairs.
5. **“Prize Draw and/or Giveaway”** means a contest in which a monetary or symbolic prize is awarded to the winner(s), who must be chosen at random from all valid entries returned by participants.
 6. **“Staff”** means full-time and part-time personnel employed by the Society.
 7. **“Student-at-Large”** means a member of the Society as defined in the Code of Procedure, Section I, Article 1(4).

Policy:

1. The Society shall have the ability to create Awards to recognize the achievements of organizations or individuals.
2. Awards can have either monetary or symbolic value.

Great Trekker Award:

3. The Great Trekker Award shall be given to a UBC graduate who has:
 - a. achieved eminence in their chosen field of activity;
 - b. made a worthy and special contribution to the community; and
 - c. evidenced an especially keen and continued interest in their Alma Mater and rendered particular service to the undergraduate and graduate students.
4. The Great Trekker Award shall be awarded by the Executive Committee.
5. The Great Trekker Award shall be awarded no more than once every calendar year.

Councillor of the Year:

6. The Councillor of the Year shall be awarded by Council to recognize a Councillor for their achievements and contributions.
7. The Councillor of the Year award may be awarded to any member, non-voting or voting.
8. The Executive Committee shall facilitate the nomination and selection of the Award recipients.
9. All Councillors shall be eligible to nominate and vote for the Award recipient.
10. The Executive Committee may also create other Awards on an annual basis to recognize other Councillors for their contributions.

Just Desserts:

11. The Just Desserts Awards shall honour faculty, staff, and/or students who have gone above and beyond in their service to an AMS constituency.
12. There may be one Award recipient per constituency on AMS Council.
13. In addition to the Constituencies' choices, the Executive may choose two (2) recipients to represent the AMS.
14. Each respective Constituency shall be responsible for selecting their Just Desserts Award winner.

- a. Minutes of the meeting in which the final decisions shall be made must be presented upon request;
- b. The Constituencies shall pay for their Just Desserts.

Club Awards:

15. The Society may award clubs to recognize their achievements.
16. Club Awards shall be awarded by the VP Administration's office.

Constituency of the Year:

17. The Society may award an AMS constituency with the title of "Constituency of the Year" to recognize their achievements.
18. Constituency of the Year shall be awarded by the Executive Committee.

Open Educational Resources Champions:

19. The Society, led by the VP Academic and University Affairs, shall recognize faculty, staff, and administrators who dedicate their time to fostering accessible education at UBC with Open Educational Resources (OERs).
 - a. These individuals shall receive a letter of recognition and be called Open Educational Resources Champions.
20. The criteria for this award shall be established by the VP Academic and University Affairs in conjunction with UBC.

Prize Draws and Giveaways:

21. The Society may create Prize Draws and/or giveaways from time to time.
22. All of the Society's affiliated Prize Draws and/or Giveaways are subject to all applicable federal, provincial, and local laws and regulations and are void where prohibited.
23. Any winners of the Society's affiliated Prize Draws and/or Giveaways must be chosen at random.
 - a. Organizers of these Prize draws and/or Giveaways must be able to demonstrate that winners were drawn randomly.
24. All Executives, Councillors, full-time staff, and part-time staff reporting to an Executive shall be ineligible for Prize Draws and Giveaways except;
 - a. In cases where Prize Draws and Giveaways are designated solely for the groups listed above.

Consultations:

This policy was formed in consultation with:

- a. Executive Committee
- b. AMS Council
- c. Archivist and Clerk of Council

History:

Related Policies:

Appendix/Appendices: