### **FGCU Student of the Year Awards**

#### Student of the Year Awards

Dear Colleagues,

It is time, once again, to recognize our most outstanding undergraduate and graduate students. This is the last a call for nominations for FGCU Student of the Year at both the undergraduate and graduate levels. Nominations are due on Friday, February 27<sup>th</sup>-25<sup>th</sup> by the end of the day4:30 PM. All awards will be announced at the 14<sup>th</sup> annual Celebration of Excellence Awards ceremony scheduled for **April 21, 2011** and will be kept confidential until that time. Please carefully read the following to ensure that any student you nominate meets the criteria as outlined below.

FGCU presents two Student of the Year (SOTY) awards on an annual basis to students who demonstrate outstanding collegiality and commitment to the mission and guiding principles of FGCU. These awards include:

**Undergraduate Student of the Year:** Awarded to an undergraduate student who is in academic good standing, has completed a minimum of 12 credits at FGCU and is registered for, and successfully completing, at least nine (9) credits in both the fall and spring semesters during the academic year in which the award is given. For example, for the award given in the spring of  $\frac{20092011}{20092011}$ , they must have taken at least nine (9) credits during the fall of  $\frac{20082010}{20092011}$ , and at least nine (9) credits during the spring of  $\frac{20092011}{20092011}$ .

**Graduate Student of the Year:** Awarded to a graduate student who is in academic good standing, has completed a minimum of 12 credits at FGCU and is registered for, and successfully completing, at least  $\frac{\text{nine-six}}{\text{six}}$  (96) credits in both the fall and spring semesters during the academic year in which the award is given. For example, for the award given in the spring of  $\frac{20092011}{\text{six}}$ , they must have taken at least  $\frac{\text{nine}}{\text{six}}$  (96) credits during the fall of  $\frac{20082010}{\text{six}}$ , and at least  $\frac{\text{nine}}{\text{six}}$  (96) credits during the spring of  $\frac{20092011}{\text{six}}$ .

In the event that a student has successfully completed fewer than the required number of hours due to changes within the academic unit (e.g. course cancelled during the semester), the student may petition the SOTY committee to consider the unusual circumstances.

#### Award

Recipients of the Student of the Year awards will be recognized at the Celebration of Excellence during the spring semester.

# **Nomination Process**

Student of the Year Awards criteria are announced by the Provost's office at the beginning of the academic year. The Provost's office issues an official call for nominations in late fall and final notification by February 13th. Nominations are submitted to the Division of Vice President of Student Affairs Office, Attention: Tammy McCaslin, tmccaslin@fgcu.edu, Student Affairs, Eileen Whitt ewhitt@fgcu.edu by February 27<sup>th</sup>25<sup>th</sup>. Nominations must come from individuals with direct knowledge of the nominee's qualifications and achievements. This may include students, peers, administrators, staff, or community members.

Students may not solicit nominations, nor may they nominate themselves.

Nominators can only nominate one person for each award and may <u>due do</u> so in writing (on paper or email). Include complete contact information for the nominee, including telephone numbers and the email address, to facilitate SOTY committee contact with the nominee.

# The one-page nomination letter must include:

- How the nominator knows the nominee (relationship between the nominator and nominee)
- How long the nominator has known the nominee
- How the nominee meets the award criteria

All who accept the nomination must submit a portfolio tonotify the Vice President of Student Affairs Office, Attention: Tammy McCaslin, tmccaslin@fgcu.eduDivision of Student Affairs Office, Student Union room 104 by March 1325<sup>th</sup>, accepting the nomination and authorizing the committee members to access the student academic file.

### The one page nomination letter must include:

- How the nominator knows the nominee (relationship between the nominator and nominee)
- How long the nominator has known the nominee
- How the nominee meets the award criteria

# **Documentation (Portfolio)**

Candidates for the Student of the Year Awards prepare a portfolio containing materials which demonstrate their achievements. Student of the Year portfolios are submitted to <u>Vice President of Student Affairs Office, Attention: Tammy McCaslin, SU-1-4, tmccaslin@fgcu.edu</u> <u>Eileen Whitt ewhitt@fgcu.edu</u> in the Division of Student Affairs, by March 13<sup>th</sup>25<sup>th</sup>.

# All portfolios must contain:

- A statement from the student that supports his/her nomination. This statement demonstrates the achievements of the student in leadership, scholarship and service.
- At least one letter should be from a faculty member who has had the student in class, describing the ways in which the candidate added to the learning environment.
- At least one letter should be from a person who has direct evidence of the student's commitment to service.—and
- Evidence (letters, articles, web pages, etc.) as to the achievements of the student in the categories of leadership, scholarship and service.
- An unofficial transcript, which can be found on Gulfline.

#### **Selection Committee**

The Student of the Year committee will be made up by consist of the Student Affairs Team and the Dean of Students (or designee). If the student representative to the SAT is being considered for this award, the Student Government president shall appoint a substitute.

If a\_members of the committee must be absent for the final meeting in which we they vote on the recipient of the award, he/shethey must each send a representative from their college in their place.

#### **Award Evaluation Criteria**

The FGCU Student of the Year Award seeks to recognize overall achievement. It is expected that the student receiving the award will demonstrate excellence in leadership, scholarship, and service to the university and to the community.

Evidence of achievement in these categories may include (but is not limited to):

### Leadership

Evidence that the candidate upholds the standards of the university

Evidence of initiative

Evidence of significant participation in organizations

Evidence of time management skills

Evidence of honor and integrity

Evidence of respect for peers

# **Scholarship**

Academic honors

Letters from faculty

Evidence of the spirit of intellectual curiosity in the learning environment

Enthusiasm for learning

Conference papers

Class projects

Submissions to journals, including Ampersand, The Eagle, or others

#### Service

### University community

Student government association

The Eagle News

**Greek Letter Organizations** 

Participation in student organizations

Participation with University Services

Peer tutoring

### Local community

Fund raising opportunities

**Habitat for Humanity** 

**Red Cross** 

March of Dimes

Walkathons

Homeless shelters

Activities at area elementary or high-schools (K-12)

### Global community

Participation in environmental issues

Participation in the global learning community (i.e. web pages)

Study Abroad Experiences

**International Service Learning Opportunities**