



DISTINGUISHED ACHIEVEMENT AWARDS POLICY

Policy Area:	Board		
Policy Number:	DAAPL_2412N_BG/PRE		
Policy Sponsor:	President		
Policy Contact:	Senior Administrative Officer, Coordination & Operations		
Stakeholders:	Employees, Students, Community Members		
Authority:	<i>College and Institute Act</i>		
Approval Authority:	Board of Governors		
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Replaces or New:	New		
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Procedures:	<i>Under development</i>		

1. Policy Statement

To recognize those individuals whose exemplary actions, work, study, or volunteerism have made direct and significant contributions to the regions served by the College, Okanagan College grants three categories of distinguished achievement awards. These awards are the Honorary Fellow, Distinguished Alumni, and the Distinguished Service Awards.

2. Purpose

This policy establishes the criteria for awarding the designation of "Honorary Fellow," or "Distinguished Service" to individuals of such standing that they may serve to inspire learners and reflect the values of the College in the wider community.

3. Scope and Application

Applies to all individuals who are or may become involved in the identification and selection process for these Awards and the recipients of the Awards. Honorary degree criteria and principles are not included in this policy.

4. Definitions

Award(s)	Means either the Honorary Fellow or Distinguished Service awards outlined in this policy.
Distinguished Service	Means the award given to a past Okanagan College employee who has given outstanding service to the College, who has shared and supported the mission, vision and values of College.
Honorary Fellow	Means the award given to persons whose exemplary actions, work, study or volunteerism have inspired and made significant contributions to social, economic, environment, or cultural resiliency on a local, provincial, national or on an international level.

5. Award Principles

The Awards are established by the Board of Governors to recognize individuals who have distinguished themselves by their significant contributions. They will be awarded based on the following principles:

- 5.1 Identification of deserving candidates for the consideration of an Award is a collaborative and community-based activity. Employees, students, alumni, and members outside the College's internal community can submit a nomination. Self-nominations will not be accepted.
- 5.2 Awards will not be given as a matter of routine and will be extended only to those who are most deserving.
- 5.3 Individuals holding public office are not eligible for nomination while serving in office and are not generally eligible until one (1) year after the end of their public position.
- 5.4 Former College employees are generally ineligible for nomination for a Distinguished Service Award for a period of one (1) year following retirement or conclusion of service.
- 5.5 Personal financial contributions to the College will not be considered when evaluating nominations for these Awards.
- 5.6 An Awards Committee, will be established by the President with terms of reference, to review nominations and make recommendations to the Board. Committee membership shall include:
 - a) President (Chair)
 - b) Academic Dean
 - c) Board Member
 - d) Dean, Community Relations & Careers
 - e) Director, Okanagan College Foundation
 - f) Member of the Administrators' Association or Excluded Support Staff
 - g) Member of BCGEU (Support)
 - h) Member of BCGEU (Instructional)
 - i) Member of the Okanagan College Faculty Association
 - j) Student
 - k) Vice President, Enrolment & College Relations

- 5.7 Recommendations from the Awards Committee will be presented to the Board of Governors for final approval.
- 5.8 Nominations will be strictly confidential; consequently, nominators must not inform or share details of the nomination process with nominees, including the fact that they have been nominated. In turn, successful nominees will be notified of their nomination prior to their public announcement.
- 5.9 The Board may revoke any Award designation it has conferred if the conduct of the recipient is such that to continue recognizing the recipient for the Award could reasonably cause harm to the reputation and public image of the College.

6. Honorary Fellow Award Criteria

The following criteria will be used to assess nominations for the Honorary Fellow Award. While recipients may not necessarily meet all the criteria, their actions and contributions must be consistent with and reflect Okanagan College values of students first, community, respect, courage, relationships, and distinction.

- 6.1 Accomplishment - attained notable achievements or successes that contributed positively to their field or community.
- 6.2 Community Service - contributions have strengthened the social, economic, environmental or cultural resiliency of the community
- 6.3 Diversity - actions and contributions have embodied or inspired the diversity that is our community.
- 6.4 Eminence - achieved recognition and respect within their field or community, reflecting significant influence or leadership
- 6.5 Excellence - demonstrated distinguished and noteworthy achievement in their field of study, profession, or business
- 6.6 Humanitarian - demonstrated contributions to the community through activities to support reconciliation, equity, inclusion, social justice and sustainability
- 6.7 Mentorship - demonstrated a commitment to guiding, advising, and supporting others in their personal or professional growth

7. Distinguished Service Award Criteria

The following criteria will be used to assess nominations for the Distinguished Service Award. While recipients may not necessarily meet all the criteria, their actions and contributions must be consistent with and reflect Okanagan College values of students first, community, respect, courage, relationships, and distinction.

- 7.1 College Service - demonstrated outstanding and sustained service and/or volunteerism within the Okanagan College
- 7.2 Community Service - contributions have strengthened the social, economic, environmental or cultural resiliency of the community
- 7.3 Diversity - actions and contributions have embodied or inspired the diversity that is our college community
- 7.4 Humanitarian - demonstrated contributions to the community through activities to support reconciliation, equity, inclusion, social justice and sustainability

8. Related Acts and Regulations

College and Institute Act

9. Supporting References, Policies, Procedures and Forms

Under development

History / Revisions

Date	Action
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2024-12-10	Approved by Board of Governors: <i>Distinguished Achievement Awards Policy (DAAPL_2412N_BG/PRE)</i>
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