



# Operating Policy – MSU Students of Distinction Award

1. Criteria for Granting the MSU Students of Distinction Award
  - 1.1 The MSU Students of Distinction Award shall be granted in recognition of internal and external individuals or groups who have made a significant contribution to the betterment of the MSU or student life at McMaster.
    - 1.1.1 The nomination should reflect at least two (2) of the following attributes to be considered for the award:
      - 1.1.1.1 Advocacy;
      - 1.1.1.2 Collaboration;
      - 1.1.1.3 Conscientiousness;
      - 1.1.1.4 Innovation;
      - 1.1.1.5 Leadership.
  - 1.2 There shall be no limit to the number of these awards granted each year.
  - 1.3 Award recipients shall receive an MSU insignia pin in addition to a Certification of Appreciation.
    - 1.3.1 Only one pin and one certificate shall be granted beyond the first award;
    - 1.3.2 In the event that the pin is lost, a new pin may be obtained for a fee of ten dollars (\$10.00).
2. Procedure
  - 2.1 The Executive Board shall, through the Office of the MSU President, arrange for the public announcement of a call for nominations through local and campus media.
    - 2.1.1 Applications for the award shall be accepted via:
      - 2.1.1.1 In person at the MSU Main Office;
        - 2.1.1.1.1 The application shall be placed in a sealed envelope addressed to the MSU President,

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bearing the nominee's name and the name of the award.

2.1.1.2 Email to the MSU President;

2.1.1.2.1 The application should be attached to the email, with the subject line "Students of Distinction Award – (Nominee's name)".

2.2 The Executive Board shall determine the MSU Students of Distinction Award recipient(s) according to the criteria for granting the award.

2.2.1 Deliberations shall be held in closed session during an Executive Board meeting and the recipient(s) shall be determined by a two-thirds affirmative vote.

2.3 The recipient(s) of the MSU Students of Distinction Award shall be contacted by the President, and arrangements shall be made for the public announcement of the recipient(s) through on-campus media at the end of the month. The President shall present the MSU insignia pin and Certificate of Appreciation to the award recipient(s).