



MEMO

From the office of the...

Associate Vice-President (Internal Governance)

TO: SRA Members and Committee Chairs
 FROM: Aiman Dhiloon, Associate Vice-President
 (Internal Governance)
 SUBJECT: Awards OP – Valedictorian Selection
 DATE: March 21, 2023

Dear Members of the Assembly,

The final OP that I am bringing forward on behalf of the Internal Governance Committee this year is for Valedictorian Selection. The major edits, outlined below for your convenience, include updating some nomination methods to keep them relevant and accessible by incorporating more technology. The other major edit is clarifying that the VP Ed. can appoint a designate for themselves, so that they may also be considered for Valedictorian if they wish!

A huge thank you to everyone who worked on this with the committee, including Elizabeth (VP Ed.), Michael Wooder, and the rest of the admin team.

Section	Current	Proposed	Explanation
2.1	"The Valedictorian process coordination shall be through the Vice-President (Education)"	"The Valedictorian process coordination shall be through the Vice-President (Education) or a designate from the Board of Directors."	Clarifying that the VP Education may appoint another Board member to take over their duties.
2.2, 5.1, 5.2.1, 5.2.2, 8.2.5, 9.4, 9.5	"The Vice-President (Education)..."	"The Vice-President (Education) or designate..."	Bulk edit, to clarify the same point as above.
3.1	"The methods of advertising shall include:"	"The methods of advertising the nomination period shall include:"	Clarifying that the nominations are advertised; the candidates do not advertise themselves.
2.3.1.2	"Quarter page advertisements in the for the week prior to the opening of nominations and	"Published advertisements in the Silhouette and on the Silhouette website, as available"	Updating to the current processes of the Silhouette – this point was previously dated.

	each week that the nomination period is open;”		The Sil does not do weekly issues any more, and online presence needs to be considered.
3.1.5	“MSU Events page and Listserv”	“Posts on relevant MSU social media accounts.”	Updating to methods that are currently relevant and used.
7.1, 7.1.1, 7.1.2	“Nomination forms shall be available at the following locations;: - Online at www.msumcmaster.ca; - The front desk of the MSU office.”	“Nomination forms shall be available online at www.msumcmaster.ca. A paper copy can be provided by the front desk of the MSU office upon request;”	Updating to keep this section reflective of what we currently do. Applications are mostly found online, and this change will eliminate the need to have a stack of copies printed if people do not need them.
7.6	“Nominations only be accepted at the MSU Main Office.”	“Nominations will be accepted via email to the nominee’s respective faculty/program, as listed in the information and nomination package.”	We now accept nominations over email, not just in person! As well, the current practice is to send them directly to the faculty/program contact.
8.1	“The Vice-President (Education is unable to be a member on any of the Selection committees, nor is a nominee;”	“The Vice-President (Education), their designate, and all nominees are unable to be members of any Selection committee.”	Clarifying some previously very confusing wording. This change is outlining that the VP Ed. and nominees cannot sit on committees, but the VP Ed. can choose to run for valedictorian themselves if they wish. This is the current rule, the rewording here is just to make that clear.
9.6	“The decision of the committee will be through email to both the successful and unsuccessful candidates.”	“The decision of the committee will be communicated by the Vice-President (Education) or designate through email to both the successful and unsuccessful candidates.”	Clarifying who will send this email.

If you have any questions or concerns, please do not hesitate to reach out to me via email prior to the meeting.

Kind regards,
Aiman Dhillon

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