

# NIAGARA COLLEGE OF APPLIED ARTS AND TECHNOLOGY



## College Practices

Approved: March 18, 2011  
Responsibility: Exec Team

**PRACTICE NUMBER: NC100-23**

**PRACTICE TITLE: Standing Committee: Honours and Awards Committee**

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### **A. Background and Definitions**

### **B Purpose**

There shall be a Standing Committee of the College known as the **Honours and Awards Committee** comprised of the following members and having the following duties and responsibilities. The purpose of the Honours and Awards Committee is to ensure the systematic and comprehensive review of potential honours and award recipients, and the nomination of a broad range of excellent individuals reflective of the College's mission, values and goals.

### **C. Practice Statements**

1. The Honours and Awards Committee is responsible for:
  - a) identifying, reviewing, and selecting individuals for the following recognition and awards:
    - convocation speakers,
    - honorary diplomas, degrees or graduate certificates,
    - Niagara Award,
    - Premier's Awards, and
    - distinguished alumni awards.
  - b) ensuring each award is valued and recognized as an award of distinction in the community;
  - c) attempting to have one award presentation per convocation ceremony to the extent possible; and
  - d) only giving an award if an appropriate/worthy recipient can be identified.
2. Each award recipient is expected to be the convocation speaker.
3. There will be one high-profile award recipient/speaker per convocation series.
4. The Committee reports to the Vice President, Student and External Relations.

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5. Convocation speakers will be based on the following considerations:

- Good speaker.
- Successful career.
- High profile to garner media attention.
- Potential donor and/or College supporter.
- Celebrating excellence of alumni.

6. Membership: Vice President, Student & External Relations (Chair)

Director of Development & Alumni Relations

Director of Marketing & Communications

Director of Workforce and Business Development or designate

Registrar

Two representatives appointed by the Vice President, Academic

Administrative Support: VP Office Assistant

7. Chair: VP, Student & External Relations

8. Reports To: Executive Team

9. Meeting Frequency: Bi-monthly throughout the year

10. Quorum: 50% + 1

11. Budget/Expenses:

**D. Related Documents and Links**

Nil