

## **ξ: AWARDS AND GRANTS**

*Preamble: The Awards and Grants policy lists the awards the engineering society may present to its members, as well as faculty and staff in recognition for their achievements as well as possible grants that may be awarded to external organizations. The selection committees for these various awards and grants are also out lined in the following policy.*

### **A. Awards**

*(Ref. By-Law 17)*

#### **Part I: Awards Committee**

- 1.** A committee, which shall be responsible for accepting nominations and selecting candidates, will consist of the following members:
  - a.** the Internal Affairs Director who shall act as Chair,
  - b.** two first year members,
  - c.** two second year members,
  - d.** three third year members,
  - e.** four fourth year members,
  - f.** the Dean of Applied Science or a Faculty Representative,
  - g.** any other member required as stipulated under the award criteria or as deemed necessary by the chair.
- 2.** Year members will be chosen to give an adequate representation of their year. Further detail regarding the composition of the committee is specified in By-Law 17, Part I, 2 of the Constitution.
- 3.** The committee shall be responsible for selecting candidates from those nominated for the following awards:
  - a.** The D.S. Ellis Award
  - b.** The Science `44 Memorial Prize
  - c.** The Engineering Society Award
  - d.** The Science `66 Memorial Prize
  - e.** The Engineering Society Prize
  - f.** The H.G. Conn Award
  - g.** The Golden Apple Awards
  - h.** The Engineering Society Spirit Award
  - i.** The Robert Hall Memorial Award
  - j.** The Peter Carty Memorial Award
  - k.** The Science Jacket Award
  - l.** The First Year WIC award

- m. The Norman Fritz Award - Science '71
- n. The J.S. Donnelly Award
- o. The Peter R. White Memorial Award
- p. The Mark Latham Memorial Award
- q. The Adam Wallgren Memorial Award
- r. The Science '82 BEWS and WIC Awards
- s. The Boyd Lemna Award
- t. The Tom Moor Memorial Award
- u. The Excellence Through Innovation Award
- v. The Educational Excellence Teaching Assistant Award

4. Descriptions of these awards and the criteria by which they shall be awarded may be found in the constitution.

## **Part II: Nominations**

5. A nomination box shall be placed in an easily accessible place in The Engineering Society ILC Lounge by January 1<sup>st</sup> and remain there until the end of February.

6. Nominations will close at the end of February at which point they shall be turned over to the Awards Committee.

7. Each nomination must include the name of the nominee and the award for which they are being nominated and shall be considered invalid unless signed by the nominator. Comments on the reasons for nomination shall be encouraged.

8. Nomination forms shall be made available in the EngSoc Office and the Engsoc Website.

9. Nominations submitted by the committee are encouraged and shall be introduced before the closing of nominations.

10. Form letters shall be sent to all EngSoc clubs and each year executive encouraging these groups and the individuals they represent to submit nominations for the appropriate awards.

11. Mention will be made of the awards and the nomination procedure at the first EngSoc meeting in January.

12. A description of the awards and the procedure for nominations shall be printed in Golden Words at least twice before nominations close.

13. A list of the awards and their descriptions shall be posted in every the ILC Engsoc Lounge and on the Engsoc website

## ***B. Pub Grants***

### **Part I: Objectives**

1. The Pub Board of Directors shall issue grants in order to support:
  - a. engineering students, groups and organizations,
  - b. Queen's students, groups and organizations,
  - c. public relations for Clark Hall Pub.

**Part II: Mandate**

2. The EngSoc Pub Grants are donations from the Vice-President (Student Development) budget give to organizations and individuals in the Queen's and Kingston community. The funds are awarded to support projects that benefit the university community or to sponsor participation of individuals in academic or community-oriented events. Emphasis is place on Engineering groups or groups that have Engineering content.

**Part III: Committee**

3. The committee shall consist of the Vice-President (Student Development), the Clark Hall Pub Head Manager and two members selected at large by the Vice-President (Student Development).

**Part IV: Applications**

4. Applications should include an overview of the group or organization, a specific description of how and what the money will be used for, and benefits to the Queen's, Kingston, and Engineering community.
5. Interviews shall be held where each of the applying groups can outline their application, mandate or whatever information they deem necessary for the committee to know.

**Part V: Dates and Advertisement**

6. Applications shall be due the Wednesday of the final week of Fall Term. This shall be advertised for at least two weeks prior to that date in Golden Words. Interview shall be held when the committee deems necessary.