
Chapter: Student Affairs

Modification No. 002

Subject: **Board of Trustees ~~Scholar~~ Academic Excellence Award**

1 I. The Board of Trustees is dedicated to recognizing an outstanding scholar from each
2 College campus.

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4 II. The President is authorized to establish procedures to implement this policy.

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8 Board Approval: April 19, 1993; 2022.

Chapter: Student Affairs

Modification No. 003

Subject: Board of Trustees ~~Scholar~~ **Academic Excellence** Award

- 1 **I.** The Board of Trustees ~~Scholar~~ **Academic Excellence Award** program is designed to
 2 recognize ~~a campus “valedictorian.” Candidates for nomination must be eligible for~~
 3 ~~spring commencement ceremonies. The nominee must have received an Associate's~~
 4 ~~degree (as a first undergraduate degree) in summer or fall terms or have completed 45~~
 5 ~~credit hours and have in progress final requirements for an Associate's degree (as a first~~
 6 ~~undergraduate degree) in spring term of the given academic year. At least 25 of the~~
 7 ~~required credit hours must have been taken at Montgomery College. The nominee must~~
 8 ~~have maintained a cumulative grade point average of 4.0 in all courses at the College. In~~
 9 ~~addition, the candidate for nomination must be willing to participate as a commencement~~
 10 ~~speaker during the commencement ceremony.~~ **students with outstanding academic**
 11 **achievement across the College’s academic units as follows:**
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 13 **A. Applied Technologies, Gudelsky Institute for Technical Education, and**
 14 **Workforce Development and Continuing Education**
 15 **B. Arts, Business, Education, English, and Social Sciences**
 16 **C. Communication, Health Sciences, Health and Physical Education, and**
 17 **Humanities**
 18 **D. Science, Technology, Engineering, and Mathematics**
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 20 **II.** ~~All students who meet the initial criteria on each campus will be notified of their~~
 21 ~~nomination by mail in March, informed of the selection process, and asked to respond to~~
 22 ~~their appropriate campus contact person if they wish to be considered. Each campus~~
 23 ~~Vice President and Provost will develop a process that ensures the fair and objective~~
 24 ~~evaluation of students being considered for this honor. At least one member of the Board~~
 25 ~~of Trustees will be invited to participate in the evaluation process.~~ **Candidates for**
 26 **nomination must be eligible for commencement ceremonies. The nominee must**
 27 **have received an associate’s degree (as a first undergraduate degree) in summer**
 28 **or fall terms or have completed 45 credit hours and have in progress final**
 29 **requirements for an associate’s degree (as a first undergraduate degree) in spring**
 30 **term of the given academic year. At least 25 of the required credit hours must**
 31 **have been taken at Montgomery College. The nominee must have maintained a**
 32 **cumulative grade point average of 3.5 in all courses at the College. In addition, the**
 33 **candidate for nomination must be willing to participate in the commencement**
 34 **ceremony program.**
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 36 **III.** ~~All nominees will be ranked in order; the top-ranked student will be named as the campus~~
 37 ~~Board of Trustees Scholar, pending review of final semester grades and graduation~~
 38 ~~status for any spring graduates. Should the top student fail to maintain the 4.0 GPA~~
 39 ~~and/or fail to complete graduation requirements, the next-ranked student will receive the~~
 40 ~~award. The name, identification number, and a brief biographical sketch of the top-~~
 41 ~~ranked nominee should be forwarded to the Chief of Staff with a copy to the Executive~~
 42 ~~Vice President for Academic and Student Services in time to have the information and a~~
 43 ~~photograph (optional) included in the commencement program.~~ **All students who meet**
 44 **the initial criteria will be notified of their nomination by College email in March,**
 45 **informed of the selection process by College Registrar, and asked to respond to an**
 46 **appropriate contact person if they wish to be considered.**
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~~IV. In any academic year, if there are no students on a campus who meet the 4.0 GPA requirement or choose not to be considered for the Award, the Board will empower the campus Vice President and Provost with the authority to seek a qualifying student with the next highest possible GPA.~~

~~V. Board of Trustees Scholars shall be recognized at the commencement ceremony, at which they are to participate as one of the commencement speakers. The scholars will also receive an appropriate citation, a cash award to be applied to future tuition or educational purposes of their choice, and be appropriately recognized in the commencement program.~~

~~VI. In the event that the second ranked nominee is deemed worthy of recognition, the appropriate Vice President and Provost may recommend a cash award for that student. These runners-up will also receive an appropriate citation, a cash award to be applied to future tuition or educational purposes of their choice, and be appropriately recognized in the commencement program.~~

IV. Selection Process

A. The senior vice president for academic affairs will appoint a collegewide nomination panel for each of the academic units. Each panel will consist of three faculty members from at least two campuses (except for single-campus programs) who represent disciplines in the academic unit. The initial appointees will have staggered one-year, two-year, and three-year appointments. Subsequent appointees will have three-year terms. Faculty members will be recommended by the appropriate dean to the senior vice president no later than January 31 with appointments made by the senior vice president no later than March 1 each year.

B. All nominees for each Board of Trustees Academic Excellence Award will be ranked in GPA order and reviewed by the field of study's nomination panel. Nominees will be asked to submit a 500-word essay addressing their education experience and community service. Each academic unit nomination panel will select nominees to interview. The panel will use the (a) academic history of the nominees, (b) the essay, and (c) the interview to recommend the top three students for the academic unit award.

C. No later than April 20, academic unit nomination panel will submit its three recommended students to the vice presidents/provosts, who will select the awardees for each Board of Trustees Academic Excellence Award. The vice presidents/provosts will submit the names of the awardees to the senior vice president for academic affairs by May 1.

D. The senior vice president for academic affairs will notify the Office of the President and the Office of Advancement and Community Engagement (OACE) of the awardee names. OACE will contact the students to develop a brief biographical sketch and obtain a photograph for College publications.

E. Should the designated awardee in a field of study fail to maintain the 3.5 GPA and/or fail to complete graduation requirements, the vice presidents/provosts will be notified by the College Registrar and asked to name an awardee from the other students recommended by the academic unit nomination panel.

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V. Recognition

Board of Trustees Academic Excellence Award will be recognized at the commencement ceremony at which they are to participate as part of the program. The awardees will receive an appropriate citation, a monetary award to be applied to future tuition or educational purposes of their choice, and will be appropriately recognized in commencement publications.

Administrative Approval: April 19, 1993; July 15, 2002; _____, 2022.