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Chapter: Student Affairs

Modification No. 0023

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

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

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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; February 21, 2022; DATE.

Chapter: Student Affairs

Modification No. 0034

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

- 9 I. The Board of Trustees Academic Excellence Award program is designed to recognize  
10 anticipated graduates with outstanding academic achievement across the College's  
11 academic units as follows:  
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- 13 A. Applied Technologies, Gudelsky Institute for Technical Education, and Workforce  
14 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
- 19
- 20 II. Candidates for nomination must be eligible for graduation. The nominee must have  
21 received an associate's degree (as a first undergraduate degree) in summer or fall terms  
22 or have completed 45 credit hours and have in progress final requirements for an  
23 associate's degree (as a first undergraduate degree) in the spring term of the given  
24 academic year. At least 25 of the required credit hours must have been taken at  
25 Montgomery College. The nominee must have maintained a cumulative grade point  
26 average of 3.5-8 in all courses at the College. In addition, the candidate for nomination  
27 must be willing to participate in the commencement ceremony program and be willing to  
28 service as a commencement speaker, if asked to do so.  
29
- 30 III. All students who meet the initial criteria will be notified of their nomination by College  
31 email in March/February, informed of the selection process by the senior vice president  
32 for academic affairs/college provost (SVPAA/CP), and asked to respond to an  
33 appropriate contact person if they wish to be considered.  
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- 36 IV. Selection Process  
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- 38 A. The ~~senior vice president for academic affairs~~ SVPAA/CP will appoint a  
39 collegewide nomination panel for each of the academic units. Each panel will  
40 consist of three faculty members from at least two campuses (except for single-  
41 campus programs) who represent disciplines in the academic unit. The initial  
42 appointees will have staggered one-year, two-year, and three-year  
43 appointments. Subsequent appointees will have three-year terms. Faculty  
44 members will be recommended by the appropriate ~~dean~~ vice president/provost  
45 to the ~~senior vice president~~ SVPAA/CP no later than January 31 with  
46 appointments made by the ~~senior vice president~~ SVPP/CP no later than March  
47 4/February 15 each year.  
48
  - 49 B. All nominees for each Board of Trustees Academic Excellence Award will be  
50 ranked in GPA order and reviewed by the field of study's academic unit's  
51 nomination panel. Nominees will be asked to submit a 500-word essay  
52 addressing their educational experience and community service. Each  
53 academic unit nomination panel will select nominees to interview. The panel  
54 will use the (a) academic history of the nominees, (b) the essay, and (c) the  
55 interview to recommend the top three students for the academic unit award.

- 56 C. ~~No later than April 20,~~ Academic unit nomination panels will submit their  
 57 three recommended students to the vice presidents/provosts, who will select  
 58 the awardees for each Board of Trustees Academic Excellence Award. The  
 59 vice presidents/provosts will submit the names of the awardees to the ~~senior-~~  
 60 ~~vice president for academic affairs-~~ SVPAA/CP ~~by no later than May 4~~ April  
 61 15.  
 62
- 63 D. In the event that an additional nominee in an academic unit category is deemed  
 64 worthy of recognition, the vice presidents/provosts may recommend a runner-up  
 65 award for that student.  
 66
- 67 E. The ~~senior vice president for academic affairs-~~ SVPAA/CP will notify the Office  
 68 of the President and the Office of Advancement and Community Engagement  
 69 (OACE) of the awardee names. OACE will contact the students to develop a  
 70 brief biographical sketch and obtain a photograph for College publications.  
 71
- 72 F. Should the designated awardee in ~~a field of study~~ an academic unit fail to  
 73 maintain the ~~3.5-8~~ 3.5-8 GPA and/or fail to complete graduation requirements, the vice  
 74 presidents/provosts will be notified by the College Registrar and asked to name  
 75 an awardee from the other students recommended by the academic unit  
 76 nomination panel.  
 77

V. Recognition

80 Board of Trustees Academic Excellence Award recipients will be recognized at the  
 81 commencement ceremony ~~at which they are to participate as part of the program~~. The awardees  
 82 will receive an appropriate citation, a monetary award to be applied to future tuition or educational  
 83 purposes of their choice, and ~~will be appropriately recognized~~ appropriate recognition in  
 84 commencement publications. Runners-up will also receive an appropriate citation, ~~and~~ monetary  
 85 award and ~~an~~ be appropriately recognized appropriate recognition in the commencement program.  
 86 In the event of an extraordinary circumstance preventing the awardee from participating in  
 87 commencement ceremonies, the ~~senior vice president for academic affairs-~~ SVPAA/CP may waive  
 88 the participation.  
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 92 Administrative Approval: April 19, 1993; July 15, 2002; February 25, 2022; DATE.