

Girard College Alumni Association

Awards Committee

A summary of guidelines for selection of candidates to receive the *Alumni Award of Merit* and the *Stephen Girard Award* accumulated from past decisions by the GCAA Board of Governors, past awards and standing practices.

These guidelines shall encompass and supercede all former decisions made by the Board of Governors.

I. The Alumni Award of Merit:

Presented to former students at Girard College whose achievement in their field of endeavor and loyalty and service to Girard College and its alumni merit esteem and recognition by their fellow alumni.

II. The Stephen Girard Award:

Presented to a Girardian whose extraordinary professional accomplishment reflects honor upon Stephen Girard and acclaims Girard College and its alumni.

III. Eligibility standards for the Awards:

Alumni Award of Merit:

1. Member in good standing in the Girard College Alumni Association.
2. Recommended for consideration.
3. The Awards Committee from time to time, at its discretion may grant the Award of Merit to a deceased member, but only one per year may be considered.

Stephen Girard Award:

1. Member in good standing in the Girard College Alumni Association.
2. Recommended for consideration.
3. The nominee must be a past recipient of the Alumni Award of Merit.

IV. Deadlines for submission of recommendations to the Awards Committee and dates for meeting of the Committee:

Alumni Award of Merit-Deadline for submission is the Monday after Founder's Day. The Awards Committee meeting is held before the Board of Governors Meeting in June.

Stephen Girard Award-Deadline for submission is the Monday after Thanksgiving Day. The Awards Committee meeting is held before the Board of Governors Meeting in December.

V. Process for selection of candidates:

- A. All names of Girardians submitted to the Awards Committee will appear on the "list of candidates" prepared by the Alumni Office. At the annual meeting of the Awards Committee these names will be reviewed for appropriateness as to the criteria for the particular award being given.

Names on the "list of candidates" not nominated or selected for the award will be automatically listed on two successive lists. After this time a new recommendation must be submitted.

- B. The Awards Committee shall nominate persons from the "list of candidates" by a unanimous vote of all committee members present after reviewing the recommendations submitted.
- C. Each Awards Committee member shall then mark his/her ballot giving points to each nominee in descending order giving one point to the least favored nominee and points equal to the total number of nominees to the most favored. The ballots will be collected and tallied. At the December meeting considering the Stephen Girard Award, the nominee receiving the most aggregate points shall be the selection. At the June meeting considering the Alumni Award of Merit the nominees receiving the top five aggregate point totals will be the selections.
- D. The selection(s) of the Awards Committee will be presented to the Board of Governors at the next regular meeting for its approval.
- E. The situation may arise where the person selected for the award may decline for personal reasons. In this instance, the nominee receiving the second ranking on the ballot will be asked to accept the award.

VI. Criteria to be used by the Awards Committee for nomination for an award:

The Awards Committee members should use the following criteria to decide whether to vote for nomination of a candidate:

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| A. Achievements in a chosen field of endeavor. | 25% |
| B. Loyalty and Service to Girard College | 10% |
| C. Length, Loyalty and Service to the Girard College Alumni Association | 30% |
| D. Project an image deemed worthy of the Alumni Association and accomplishments credited to Stephen Girard and/or Girard College | 25% |
| E. Alumni Association involvement | 10% |
| 1. Class Representative | |
| 2. Decade Representative | |
| 3. Past officer of the Association | |
| 4. Current or past officer of a Chapter | |
| 5. "Pro Bono" volunteer for the Alumni Association | |

VII. Honorary Awards:

The Awards Committee may make recommendations for Honorary Stephen Girard Awards and Honorary Alumni Awards of Merit for consideration of the Board of Governors. These recommendations may come from suggestions by members of the Alumni Association, written or oral or from the floor at the Awards Committee Meeting. The Award Committee should provide the recommendation only after a unanimous vote of the Awards Committee.

Presented to the Girard College Alumni Association Board of Governors, 11 January, 2005.