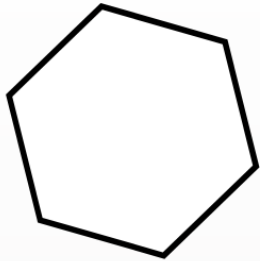
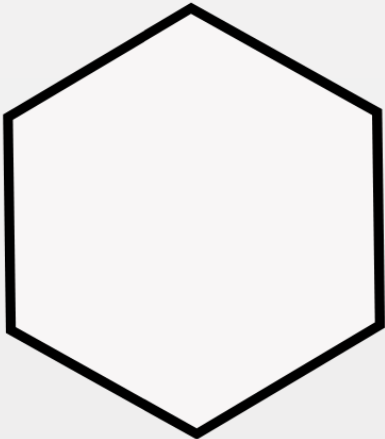
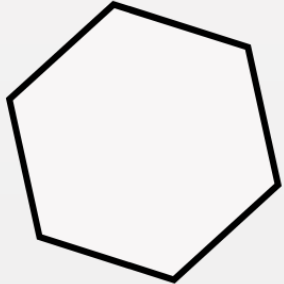


**FACULTY OF COMMUNITY
SERVICES SOCIETY**



**AWARDS
POLICY**

Vol. II. MMXXII
Amended January



The Faculty of Community Services Society Board of Directors
amended this policy on September 22nd, 2023.

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1.0 Award Values

1.1 Awards Monetary:

All awards offered by the Faculty of Community Services Society (FCSS) will be monetary.

- I. This includes
 - A. Student Group Awards outlined in 2.0.
 - B. Individual Awards outlined in 3.0.
- II. The monetary group prize money shall be used only for future events/initiatives run by those clubs.
- III. Awards that are not included in this initial list should be up to the Student Groups Committee, Finance Committee, and then the Board of Directors to vote on in deciding whether they should be added or not.

1.2 Award Value ranges for different groups:

Awards in each category should have ranges of how much money should be allocated to each to be offered at the end of the year in winter semester, once a year.

- I. Ranges for Student Group Awards
 - A. EDCI, Club of the Year, Collaboration, and Communication awards should monetary range between \$501 to \$1,500.
 - B. All other awards in this category should monetary be ranged between \$100-500.
- II. Ranges for Individual Awards
 - A. EDCI, and the Award of Student Life should monetary be ranged higher than the other awards between \$201-500.
 - B. All other awards in this category should monetary be ranged between \$60-200.

2.0 Student Group Awards

To qualify the group must be ratified under the Faculty of Community Services Society.

2.1 Social Innovation Engagement Award: nomination must demonstrate how the group has used innovative solutions to a complex societal problem, and be creative, effective, plus interesting means to increase or improve social engagement from the membership; has a dedicated and engaged team; closely follows FCSS and university policies and procedures & embodies the FCSS Mandate.

2.2 Best Event of the Year Award:

nomination must demonstrate how the event was successful in being innovative, well run, and pertains to the specific event category selected (academic, professional/industry, social).

2.3 Unity Award:

nomination must demonstrate how the group successfully wovenly connected a once broken community together in the FCSS undergraduate community through engaging events, and initiatives.

2.4 Club of the Year Award:

nomination must demonstrate how the group actively communicated with the FCSS, engaged its members in the community, followed all branding guidelines, increased student engagement in the community, and collaborated with at least three other groups throughout the year.

2.5 Communication Award:

nomination must demonstrate how the group communicated with the FCSS throughout the year, and followed FCSS branding throughout the year within their social media presence.

2.6 Startup Group Award:

nomination must demonstrate how the group has been successful in it's first year of operation (group must have been ratified under the FCSS within a year of the date of announcing the winner's list), or how the group has become more prominent in the FCSS community in the last year and shown tangible improvements.

2.7 EDCI Group Award:

nomination must demonstrate how the group embodies EDCI, how they champion EDCI in their events and initiatives, how they work to create an accepting and welcoming environment in the FCSS undergraduate community and/or that they are involved with other EDCI related groups on campus.

2.8 Collaboration Award:

nomination must demonstrate how the group has collaborated with other Community services groups, and how that benefitted the event or initiative in question.

3.0 Individual Awards

To qualify one must:

- I. Have a minimum CGPA: 2.00/4.33 & be in clear academic standing.
- II. Be a full-time degree undergraduate student enrolled in the Faculty of Community Services.
- III. Took part in student life in the Faculty of Community Services Society undergraduate community through either an affiliated student club, student society sub-committee, an affiliated research project, an affiliated student initiative, or an affiliated course union.

3.1 Program Recognition Award:

Nomination must demonstrate how the student excels in their academic work &/or research, and is involved in their program and in the greater community services undergraduate community (i.e. participates in their CU, member of an affiliated club, attends events, and or a general committee member of the student society). It must also demonstrate how the student advances their program in the University/Greater Community.

3.2 Award for Community Services Involvement:

The nomination must demonstrate how the student contributes positively to the Faculty of Community Services Society undergraduate community, in what capacity they work with Community Services related groups and/or initiatives they have created on behalf of Faculty of Community Services students, and how their work aligns with the FCSS mandate*.

3.3 Award for Student Life:

The nomination must demonstrate how the student contributes positively to their community, is part of/works closely with various affiliated FCSS student clubs &/ associations. In addition creates initiatives to benefit our university students or the greater community outside of our university, and how their work aligns with the FCSS mandate*.

3.4 Award for EDCI in Community Services:

The nomination must demonstrate how the student works to promote EDCI in the Faculty of Community Services Society undergraduate community, how they work to create an accepting and welcoming environment at the faculty-level and/or that they are involved with EDCI related groups on campus, and how they work on events/initiatives to advance EDCI in our undergraduate community.

3.5 Innovation Award:

The nomination must demonstrate how the student is doing something unique in Healthcare, Social Innovation, or in the Community Services fields throughout the Faculty of Community Services undergraduate community, i.e. (in research, programming, marketing initiatives, communication).

3.6 Black Student Leader Award:

The nomination must self identify as a black student who has actively taken part in the Faculty of Community Services Society undergraduate community.

3.7 Indigenous Student Leader Award:

The nomination must self identify as a indigenous student who has actively taken part in the Faculty of Community Services Society undergraduate community.

3.8 Disability Student Leader Award:

The nomination must self identify as someone with a hidden or physical disability who's at a disadvantage, a student who has actively overcome their internal struggles, and taken part in the Faculty of Community Services Society undergraduate community.

4.0 Decision of Awards

4.1 Student Awards Sub-Committee

The Student Awards Subcommittee shall decide on which FCSS clubs, affiliate groups, student leaders, student initiatives, and course unions receive awards in a given year. This committee will be responsible for planning a student appreciation night around January, and an awards ceremony at the end of the winter semester.

4.2 Roles

Voting Members:

1. The Executive Director - Chair
2. ED Finance
3. ED Administration and Operations
4. Sustainability Commissioner
5. EDCI Commissioner
6. BIPOC+ Director
7. 2SLGBTQIA+ Director
8. Indigenous Director
9. 1 | Program Directors
10. 1 Member from student group committee
11. 1 Member from finance committee

Non Voting Members:

1. Manager

4.3 Responsibilities

The FCSS Awards Committee will create

- I. 5 award Nomination Forms;**
 - a. Student Clubs/Affiliate/Course Union General Nomination Form**
 - i. Encompasses these awards; Social Innovation Engagement Award, Unity Award, Club of the Year Award, Communication Award, Startup Club Award.
 - b. Best Events Nomination Forms:**
 - i. Encompasses these awards: Collaboration Award, and Best Event of the Year Award.
 - c. General Student Leadership Nomination Forms:**

- i. Encompasses the Program Recognition Award, Award for Community Services Involvement, Award for Student Life, and the Innovation Award.
 - d. **Equity, Diversity and Community Inclusion Clubs Award Nomination Form:**
 - i. Encompasses the EDCI Group award.
 - e. **Equity, Diversity and Community Inclusion Individual Student Nomination Form:**
 - i. Encompasses the Award for EDCI in Community Services, Black Student Leader Award, Indigenous Student Leader Award, and the Disability Student Leader Award.
- II. **Club Awards Form Structure:**
 - f. FCSS Club, Affiliated Group, Student Initiative, or FCSS Recognized Course Union Name:
 - g. Clubs email:
 - h. Name, and describe a time when your club has come up with a social innovation solution to engage students throughout the year or at events in the Faculty of Community Services that solved a complex or multiple topics:
 - i. Name, and describe a time when your club has brought together students in your program (course unions) or brought together faculty-wide (FCSS clubs):
 - j. Name, and describe how your club should deserve Club of the Year Award:
 - k. Name, and describe why your club should deserve the Communication Award:
 - l. Name, and describe why your start-up club should deserve the Start-up Club Award:
- 2. Individualised Award Form Structure:
 - a. First Name, and Last Name
 - b. Student Number
 - c. University Email
 - d. FCS Program
 - e. What Clubs, Affiliated Groups, FCSS funded Student Initiatives, or FCSS recognized Course Unions are you a part of?
 - f. What position do you hold in these clubs?
 - g. What are three lessons you've learned from being a part of this club?
 - h. What was a challenge you had to overcome this year?
 - i. How did you positively make an impact in the Community Services community this year?
 - j. Write about a time you fostered a welcoming and inviting environment.
- 3. EDIC Award Form Structure;
 - a. First Name, and Last Name
 - b. Student Number
 - c. University Email
 - d. FCS Program
 - e. Self Identify as:
 - f. What Clubs, Affiliated Groups, FCSS funded Student Initiatives, or FCSS recognized Course Unions are you a part of?
 - g. What position do you hold in these clubs?

- h. What are three lessons you've learned from being a part of this club?
- i. What was a challenge you had to overcome this year?
- j. How did you positively make an impact in the Community Services community this year?
- k. Write about a time you fostered a welcoming and inviting environment.

4.4 Rubrics

Clubs Awards

The main Clubs Award rubric

Criteria with an asterisk (*) denotes the ability for said criteria to be omitted from the marking scheme if deemed unnecessary for your initiative.

Capacity for Student Engagement

- Club provides exceptional and transformative opportunities for FCS student engagement (2 points)
- There is the possibility for a variety of students to engage in the Club(1 point)
- The experience contributes to significant learning opportunities for participants through leadership, relationship building, or skill development (1 point)
- Students will be engaged through different mediums. Examples are not limited to social media, pop-ups, live events throughout the year (1 point)
- Students are able to attend the club in different ways, online versus in person (1 point)

Comments:

Total Score: ___/6

Innovation

- The Club displays an exceptional amount of innovation and creativity in order to be impactful and drive change (1 point)
- The Club is likely to inspire future students to think creatively and/or find innovative solutions to problems* (1 point)
- The Club solves a problem in a unique but practical way (1 point)
- The Club is unique to FCS and uses services and tools unique to the university* (1 point)

Comments:

1. Total Score: ___/4

Community Engagement

- The initiative will have an exceptionally positive impact on community engagement (1 point)
- The initiative's influence impacts more than just the primary organizers & direct participants (1 point)
- The initiative will have community engagement with students, community members and other Toronto Metropolitan University stakeholders (1 point)
- The initiative's impact extends beyond the walls of Toronto Metropolitan (1 point)

Comments:

Total Score: ___/4

Capacity to enhance Toronto Metropolitan's reputation

- The Club will have a significant, positive influence on the reputation of the University and FCS (1 point)
- The reputation of FCS will benefit beyond the year the club is operating (1 point)
- The Club allows FCS undergraduate students to be changemakers in the field the club is in. (1 point)*

Comments:

Total Score: ___/3

Total points	% of funds granted
9-10	<60%
11-13	60-70%
14-16	70-80%
16-18	80-100%

EDCI Club Rubric

How will your Club intentionally support an inclusive experience for BIPOC identified students on campus?

1. Center and engage topics and issues relating to the BIPOC, Disabled, Communities (2 points)
2. Provide opportunities for students from diverse Black and Indigenous communities (e.g. Black, Black Canadian, Afro-Caribbean, African, International students, Jewish, Diaspora communities, Indigenous Nations) to engage with and learn from one another (2 points)
3. Provide experiential learning for BIPOC-Identified students (2 points)
4. Intersectional initiatives that amplify BIPOC and intersections including but not limited to Mental Health, Queerness, Ability, Gender Identity and Expression (2 points)
5. Empower BIPOC or Disabled students to realize their unlimited potential (2 points)

Total points: ___/10

Comments:

Total points	% of funds granted
5	<60%
6-7	60-70%
7-8	70-80%
8-10	80-100%

General Student Rubric

How does the student intentionally support an inclusive experience for students in FCS?

6. Supporting, and fostering safe and inclusive spaces for all FCS students (2 points)
7. Fostering faculty spirit and pride within the Faculty of Community Services undergraduate student body (2 points)
8. Has an enriching experience or experiences that help build them as a changemaker (2 points)
9. Intersectional, and interdisciplinary approaches to applying knowledge in the classroom into practice through the students involvement in FCSS student life (2 points)
10. Empowers more FCS students to realize their changemaker skill-setsl (2 points)

Total points: __/10

Comments:

Total points	% of funds granted
5	<60%
6-7	60-70%
7-8	70-80%
8-10	80-100%

EDCI Student Rubric

How does the student intentionally support an inclusive experience for BIPOC identified students on campus?

11. Center and engage topics and issues relating to the BIPOC, Disabled, Communities (2 points)
12. Provide opportunities for students from diverse Black and Indigenous communities (e.g. Black, Black Canadian, Afro-Caribbean, African, International students, Jewish, Diaspora communities, Indigenous Nations) to engage with and learn from one another (2 points)
13. Provide experiential learning for BIPOC-Identified students (2 points)
14. Intersectional initiatives that amplify BIPOC and intersections including but not limited to Mental Health, Queerness, Ability, Gender Identity and Expression (2 points)
15. Empower other BIPOC or Disabled students to realize their unlimited potential (2 points)

Total points: ___/10

Comments:

Total points	% of funds granted
5	<60%
6-7	60-70%
7-8	70-80%
8-10	80-100%

4.5 Emergency Bursaries, and Emergency Grants

Emergency bursaries, and emergency grants that are up to the finance committee are different from awards. This committee does not oversee these at all.

5.0. Awards Ceremony

5.1. Awards Ceremony Must Haves

It is the responsibility of the Awards Committee to plan and execute an Awards Ceremony to celebrate all the award winners. The awards ceremony must include the following in-person.

- 5.1.1. A physical venue on campus
- 5.1.2. An award show style of an event
- 5.1.3. Food at the event
- 5.1.4. Trophies to put on display all year round
- 5.1.5. Certificates and customized ribbons for recipients
- 5.1.6. Photo wall and Stage Decorations

5.2. The Committees Timelines

5.2.1. The Committees first responsibility shall be to organize an award ceremony two months in advance before awards are granted.

5.2.2. The Committee must ensure they have a room secured and ready to go.