



## STUDENT LIFE AWARDS (RCTC Policy 2.8.5)

### Part 1. Establishment:

The Rochester Community and Technical College Student Life Program shall make awards to student leaders listed in the Appendix who have satisfactorily fulfilled duties and responsibilities of the positions (See Attachments for Job Descriptions). An award shall be paid to the following student leaders who have satisfactorily fulfilled their responsibilities:

1. Student Senate President
2. Student Senate Vice President
3. Student Senate Secretary
4. Student Senate Treasurer
5. Public Relations Senator
6. Student Senators
7. ECHO Student Editor-in-Chief
8. ECHO Student Managing Editor
9. ECHO Graphics Manager
10. Campus Activity Board Members

Awards may be paid to other student leaders as selected by a selection committee comprised of students, faculty, and staff. The Director of Student Life shall be responsible for administering student awards.

### Part 2. Process For Administering Awards:

**Subpart A.** Advisors shall evaluate the performance of each student leader based on the duties and responsibilities as outlined. The advisors shall make final recommendations as to the amount of the award. Each student leader will write a paper per semester stating why he or she deserves his or her award in reference to job duties.

**Subpart B.** Awards will be approved by the Director of Student Life and shall be paid out of Student Life fees up to a maximum of:

1. Student Senate President up to \$2266 (\$1133 per semester)
2. Student Senate Vice President up to \$1804 (\$902 per semester)
3. Student Senate Secretary up to \$1854 (\$927 per semester)
4. Student Senate Treasurer up to \$1804 (\$902 per semester)
5. Public Relations Student Senator up to \$1300 (\$650 per semester)
6. Student Senators up to \$200 (\$100 per semester)
7. ECHO Student Editor-in-Chief up to \$1030 (\$515 per semester)
8. ECHO Student Managing Editor up to \$824 (\$414 per semester)
9. ECHO Graphics Manager up to \$1546 (\$723 per semester)
10. Campus Activity Board Members up to \$1700 (\$850 per semester)

### Part 3. Criteria for Awards:

All recipients must obtain a cumulative grade point average of at least 2.0 for eligibility to receive an award. Other criteria to be considered:

**Subpart A.** Student Senate President shall fulfill all duties as stated in the Constitution and By-laws of the Student Senate and fulfill additional responsibilities as stated by the attached job description. (See Appendix A)

**Subpart B.** Student Senate Vice President shall fulfill all responsibilities as stated in the Constitution and By-laws of the Student Senate and additional responsibilities as stated in the attached job description. (See Appendix B)

**Subpart C.** Student Senate Secretary shall fulfill all responsibilities as stated in the Constitution and By-laws of the Student Senate and additional responsibilities as stated in the attached job description. (See Appendix C)

**Subpart D.** Student Senate Treasurer shall fulfill all responsibilities as stated in the Constitution and By-laws of the Student Senate and additional responsibilities as stated in the attached job description. (See Appendix D)

**Subpart E.** Student Senators shall fulfill all responsibilities as stated in the Constitution and By-laws of the Student Senate and additional responsibilities as stated in the attached job description. Student Senators will be given the opportunity to participate in a "management by objective" process where each Senator will set goals that are adjusted and approved by the Director of Student Life. At least monthly, each Senator will review progress towards achieving his/her goals with the Director of Student Life. Awarding of monies will be based on completion of goals and Senator eligibility. The award may be distributed as a prorated amount up to the full amount. Goals must be above and beyond any regular Senator job duties (ex: A Senator may decide to set a goal of registering 500 students for voting, one of several goals that could be accomplished). (See Appendix E)

**Subpart F.** Public Relations Senator shall fulfill all responsibilities as stated in the Constitution and By-laws of the Student Senate and additional responsibilities as stated in the attached job description. (See Appendix F)

**Subpart G.** ECHO Student Editor-in-Chief shall fulfill all responsibilities as stated in the Constitution and By-laws of the ECHO student newspaper, from the attached job description and as outlined by the RCTC student policy manual or requested by the ECHO Advisor.  
(See Appendix G)

**Subpart H.** ECHO Student Managing Editor shall fulfill all responsibilities as stated in the Constitution and By-laws of the ECHO student newspaper, from the attached job description and as outlined by the RCTC student policy manual or requested by the ECHO Advisor.  
(See Appendix H)

**Subpart I.** ECHO Student Graphics Manager shall fulfill all responsibilities as stated in the Constitution and By-laws of the ECHO student newspaper, from the attached job description and as outlined by the RCTC student policy manual or requested by the ECHO Advisor.  
(See Appendix I)

**Subpart J.** Campus Activity Board members shall fulfill all responsibilities as stated in the Constitution and Bylaws of the Campus Activity Board and additional responsibilities as stated in the attached job description (See Appendix J).

#### **Part 4. Other Student Leader Awards:**

**Subpart A.** The selection committee may pay up to ten (10) awards of no more than \$100 to other student leaders at the end of spring term. To be eligible for an award, recipients must carry a minimum grade point average of 2.0.

**Subpart B.** The selection committee shall consist of two (2) Student Senators, two (2) Student Ambassadors, one (1) faculty representative, and one (1) staff member. The Director of Student Life will serve as an ex-officio member of the committee. Students being considered for an award cannot serve on the selection committee.

**Subpart C.** A student, club, faculty member, staff person, or administrator can nominate eligible students. Nominations must be submitted to the Director of Student Life office by the last Friday of April. The selection committee shall meet the first full week of May to review nominations and make awards. A student must receive at least a two-thirds vote to be eligible for a student award. In the event there are more eligible students than awards, the selection committee will rank them by secret ballot in order to determine who will receive an award. The Director of Student Life will contact all recipients.

*Date of Implementation: Immediate*

*Date of Adoption: August 15, 2001*

*Revisions: January 29, 2002*

*August 30, 2004*

*March 31, 2005*

*May 11, 2006*