

## **Trent University Eminent Service Award Policy**

Created in 1978, the Eminent Service Award recognizes individuals who have made outstanding contributions to the life of Trent University.

The award is bestowed by the Board of Governors on the advice of the Senate.

**Eligibility:** Volunteers, faculty and staff may be nominated at the culmination of their service to Trent. Eminent Service Awards normally will be presented to faculty and staff in the final academic year of employment or the academic year immediately following their retirement or departure. Volunteers recognized through this award will have completed their principal volunteer commitment to Trent but may have more limited ongoing involvement.

**Criteria:** All candidates will have demonstrated excellence in the performance of duties and activities related to their primary relationship with the University – as staff, as faculty or as volunteers. However, those selected for the Eminent Service Award ideally also will be distinguished by a track record of outstanding contributions to University life that go beyond the performance of their job or volunteer role.

**Process:** Candidates are nominated in confidence by members of the University community. Senate's Subcommittee on University Honours will evaluate nominations and provide advice to the Senate which, in turn, will make recommendations to the Board of Governors. Awards will not necessarily be made every year and normally no more than two awards may be made in a given year. The Eminent Service Award will be presented at Convocation or another major public University event.

*Recommended by the Subcommittee on University Honours - January 6, 2006*

*Endorsed by Senate - January 24, 2006*

*Approved by the Board of Governors – January 27, 2006*