

SUNY DELHI
Student of the Year Process and Criteria

Definition

Two Student of the Year awards will be presented to two individuals who have achieved sufficient academic success to warrant graduation from the College; who have demonstrated a superior sense of dedication; and who have contributed significantly to the extra and co-curricular activities of the College. One award will be given for an Associate's Degree student and one award for a Bachelor's Degree student.

Committee

All applications will be submitted and reviewed by the Student of the Year Committee, which shall consist of student representatives and the Chair. Candidates may not serve on the committee. The advisor to the Student Senate will approve all committee members.

Conditions

All applicants must meet all four of the following conditions:

1. A full-time student who is currently enrolled in his/her second year (at least) earning a degree, or a full time student currently enrolled in his/her fourth year (at least) earning a degree.
2. All candidates for the Student of the Year Award (Associate's and Bachelor's level) will only be allowed to count activities and achievements that have taken place during their final four semesters at SUNY Delhi. **NOTE:** Bachelor's degree students who have previously applied for the Associate's degree Student of the Year Award may count **only** those activities that took place after completion of the Associate's degree. The same applies to students earning a second Associate's degree.
3. Must complete the appropriate application and submit it by the publicized date.
4. Must have a **CUMULATIVE GRADE POINT AVERAGE** of at least **2.0** at the end of the semester prior to graduation.

Important Dates

Wednesday, April 20

Applications available.

Friday, April 30; 3pm

All components of the application are due in the Office of Student Activities in Room 222 Farrell by 3pm.

Wednesday, May 4

Student of the Year Award recipients will be announced at the Student Senate Recognition Banquet.

Selection Criteria

All applicants will be judged according to the criteria (A through F) listed below.

A. Academic Achievement: (Maximum Points= 50) Please provide a current transcript showing current academic achievement.

<u>Cumulative Average</u>	<u>Point Score</u>	<u>Cumulative Average</u>	<u>Point Score</u>
2.00-2.25	10	3.01-3.25	35
2.26-2.50	15	3.26-3.50	40
2.51-2.75	20	3.51-3.75	45
2.76-3.00	30	3.76-4.00	50

B. Evaluations: Applicants must submit one evaluation from each of the five people below. All 5 evaluation letters can be sent either electronically to Robert Schoener (Schoenrc@delhi.edu) or via campus mail to Student of the Year Committee, Student Activities, Farrell Student and Community Center . Applicants need 5 letters total. (Letters will be reviewed by the committee and awarded up to 10 points each for a maximum of 50 points.)

Note: Evaluations from instructors and staff **will not** be accepted after the application deadline. It is the **applicant's** responsibility to ensure that all evaluations are received on time. You may check with Rob Schoener or the evaluator to verify the status of your letters.

1. **Instructor Evaluation:** Applicant will provide ONE instructor evaluation. The evaluator will be asked to address the applicant's attitude, leadership, participation, in class and willingness to learn.
2. **Administrative Evaluation:** Applicant will provide ONE evaluation by a campus administrator. Examples of administrators include the Student Activities Director or Assistant Director, Director or Assistant Director of Counseling and Health, Director or Assistant Director of Residence Life, Director or Assistant Director of Athletics, Chief of University Police, Division Deans, or College President or Vice President. . The evaluator will address the applicant's dedication to tasks, assistance with and participation in College/hall/club activities and the applicant's enthusiasm and willingness to give of his/her abilities.
3. **Club/Organization Advisor Evaluation:** Applicant will provide ONE evaluation from the advisor of a club or organization to which the applicant belongs. The evaluator will address the applicant's dedication to tasks, assistance with and participation in College/hall/club activities and the applicant's enthusiasm and willingness to give of his/her abilities.
4. **Applicant's Choice of Staff/Faculty Evaluation:** Applicant will provide ONE evaluation from a professional staff or faculty member of their choice. This person cannot be one of the evaluators listed above. Staff evaluators will address the applicant's dedication to tasks, assistance with and participation in College/hall/club activities and the applicant's enthusiasm and willingness to give of his/her abilities. Faculty evaluators will be asked to address the applicant's attitude, leadership, participation in class and willingness to learn.
5. **Self-Evaluation:** Applicant will provide a typed letter of self evaluation addressed to the committee as to why you should be selected as Student of the Year. Each candidate should address their qualifications and accomplishments with a one to two page typed essay.

Instructions for Sections C, D and E: Please read carefully the following sections C, D, and E and provide the required information as honestly and concisely as possible. **The applicant must provide a co-curricular transcript which can be obtained from the Office of Records and Registration in 124 Bush Hall.** Any information requested from sections C, D, and E that is not included in the co-curricular transcript needs to be submitted on a separate sheet for each section and must include the names and telephone numbers of individuals and/or offices that can confirm your involvement. Applicants are asked not to repeat any recognition/award etc. that was mentioned in any prior category.

The Student of the Year committee can only respond and provide credit for activities, memberships, participation, etc. that can be verified.

C. Extra Curricular Activities

All activities must be verified and/or verifiable by the Student of the Year Committee. Points will be awarded based on the volume and duration of the student activity and participation.

1. **Campus Clubs:** Only one score permitted per semester per club.

President	10	
Vice President	8	
Pledge Master/ Mistress for recognized organizations		7
Secretary/Treasurer	6	
Rush Chair	5	
Risk Management Officer (Greek Council)		4
Senator/Greek Council Rep	4	
Historian	3	
Member	2	

Example of Score: Fall 1998: Member FSEA = 2pts; Spring 1999: Senator = 4 pts; Fall 1999: VP = 8pts; Spring 2000: President = 10pts. Total point score for this section is 24.

2. **Athletics and Team Sports:** Only one per semester per sport.

Intercollegiate Team Captain	8
Intercollegiate Team Member	4
Assistant Coach	4
Intramural Team Captain	4
Intramural Team Member	2

Example of score: Fall 1998: Intramural Football member = 2pts; Spring 1999: Intercollegiate Baseball member = 4pts; Fall 1999: Intramural Volleyball member = 2pts; Spring 2000: Intercollegiate Baseball, Captain = 8pts; Total point score for this section is 16.

D. Work related and committee activities: (No maximum point score)

1. **Competitive and Stipend Positions:** All points are per semester.

Student Government Executive Committee	10	Building Manager	3
Resident Assistant	10	Student Ambassador	3
O'Connor Center employee	3	Water Safety Instructor	3
Peer Educator	3	Lifeguard	3
Midnight Café manager	3	NCBI Team Member	3
Orientation Leader- fall semester	3	CADI Employee	3
Orientation Leader- spring semester	1	Peer Mentor	3
Intern	2(may be counted only when not part of the student's academic program)		
Tutor	3		

2. **Committee Memberships and Other Activities:** 3 points per year for each of the following:

Ad Hoc Senate Committee	Food Service Committee
Constitutional Review Committee	Greek Advisory Council
Finance Committee	Residence Hall Committee
Leadership Conference Participant	

3. **College Committees:** 3 points per year for committees including but not limited to the following:

CADI Board	SUNY Day	Traffic Appeals Board
Safety Committee	Diversity Task Force	Student Conduct Committee

Note: You may not count committee membership if membership on the committee is a required component of a position listed in C.1 or D.1 above. Thus Resident Assistants may not count a residence hall

committee unless membership on that committee was in addition to the required number of committees the RA was required to be on for that semester (subject to verification by your RD). Similarly, committees the Student Senate Vice President is **required** to serve on may not be counted.

Note: Activities or positions not listed in sections C and D above may receive credit at the discretion of the Student of the Year committee.

E. Contributions to Campus and Community: (No maximum point score)

This category recognizes the applicant's sense of volunteerism to benefit the College, its students, faculty and staff and the community, state, nation in which the College exists. Activities for which NO payment was received are the only type allowable.

Note: All contributions to campus community must be submitted via the co-curricular transcript. Only those activities listed on the co-curricular transcript will be counted toward the score for section E.

The items listed below are types of activities or guidelines to be considered in this category. The listing is not exhaustive and applicants should feel free to add to it as they see fit and justifiable. Applicants will receive 1 point for each hour of participation listed on the co-curricular transcript. Examples of eligible activities include the following:

- Big Brother/Sister/Buddy
- Food/Blood Drives
- Hospice Volunteer
- Community Help/Disaster Relief/Crisis Assistance
- Programs for Children (Day Care) and/or Aged (Infirmary)
- Volunteer to Boy/Girl Scouts
- Volunteer to Brownies/Cub Scouts
- College/Community Projects (painting, escort, neighborhood watch, Habitat for Humanity)

Note: You may not count community service activities that are a required component of a course or a position listed in C or D above. Thus, Resident Assistants may not count residence hall programs as community service unless they were in addition to the required number of programs for a semester (subject to verification by your RD). Likewise, activities that are part of the responsibility of an officer in a club, organization or student government body may not be included as a community service activity.

F. Awards, Honors and Competitive Scholarships: (No maximum point score)

All awards, honors and scholarships must be verified and/or verifiable by the Student of the Year Committee. Applicants will receive 3 points per award.

Please not that any inaccurate, incorrect or misleading information may result in disqualification.

Student of the Year awards will be announced at the Student Senate Banquet. All applicants will be invited to attend.

Student of the Year Instructor Evaluation

_____ has named you as a faculty member who will provide an evaluation toward his or her Student of the Year nomination. This evaluation can be either emailed to Robert Schoener (Schoenrc@delhi.edu) or filled out below and sent to Student of the Year Committee, Student Activities Office, Farrell Hall. Please be aware that evaluations must be received by 3pm on April 30, 2011. Late evaluations will not be accepted. It is the applicant's responsibility to ensure that all evaluations are received on time.

When writing your evaluation, please address this applicant's attitude in class, leadership ability and willingness to participate in class and related activities.

Reference Name: _____

Date: _____

Reference Signature: _____

**Student of the Year
Administrative Evaluation**

_____ has named you as a Student Activities Staff member who will provide an evaluation toward his or her Student of the Year nomination. This evaluation can be either emailed to Robert Schoener at Schoenrc@delhi.edu or filled out below and sent to the Student of the Year Committee, Student Activities Office, Farrell Hall. Please be aware that evaluations must be received by 3pm on April 30, 2011. Late evaluations will not be accepted. It is the applicant's responsibility to ensure that all evaluations are received on time.

When writing your evaluation, please address the applicant's dedication to tasks, assistance with and participation in College/hall/club activities and the applicant's enthusiasm and willingness to give of his/her abilities.

Reference Name: _____

Date: _____

Reference Signature: _____

**Student of the Year
Club/Organization Advisor Evaluation**

_____ has named you as a Club/Organization Advisor member who will provide an evaluation toward his or her Student of the Year nomination. This evaluation can be either emailed to Robert Schoener at Schoenrc@delhi.edu or filled out below and sent to Student of the Year Committee, Student Activities Office, Farrell Hall. Please be aware that evaluations must be received by 3pm on April 30, 2011. Late evaluations will not be accepted. It is the applicant's responsibility to ensure that all evaluations are received on time.

When writing your evaluation, please address the applicant's dedication to tasks, assistance with and participation in College/hall/club activities and the applicant's enthusiasm and willingness to give of his/her abilities.

Reference Name: _____

Date: _____

Reference Signature: _____

**Student of the Year
Applicant's Choice of Staff/Faculty Evaluation**

_____ has named you as a staff or faculty member who will provide an evaluation towards his or her Student of the Year nomination. This evaluation can be either emailed to Robert Schoener at Schoenrc@delhi.edu or filled out below and sent to Student of the Year Committee, Student Activities Office, Farrell Hall. Please be aware that evaluations must be received by 3pm on April 30, 2011. Late evaluations will not be accepted. It is the applicant's responsibility to ensure that all evaluations are received on time.

When writing your evaluation, please address the applicant's dedication to tasks, assistance with and participation in College/hall/club activities and the applicant's enthusiasm and willingness to give of his/her abilities. Faculty evaluators please address the applicant's attitude, leadership, participation in class, and willingness to learn.

Reference Name: _____

Date: _____

Reference Signature: _____