

QUFA Distinguished Service Award Policy

Approved by QUFA Executive December 2013

Approved by QUFA Council December 2013

QUFA will honour dedicated and long-serving Members or those who have gone above the call of duty with a Member appreciation award as follows:

Name: QUFA Distinguished Service Award

Frequency: Annual

Number of Awards:

- There are two categories of award:
 - one to acknowledge those with continuing appointments;
 - one for those on term contracts.
- There is no minimum or maximum number of awards. There may be years with no suitable recipients and others where we wish to honour a number of people (e.g., when a number of long-serving members retire or following bargaining).

Awards Committee: the Nominations Committee struck each January.

Process: In the same way that the Nominations Committee seeks candidates for committee positions, it will invite all active volunteers to suggest anyone they think ought to be considered for a DSA (by direct contact, Voices or other announcements). Nominators will complete the Nomination Form (see below). Nominations will be accepted from QUFA Members but staff are encouraged to suggest names. The Nominations Committee will submit its recommendations to the Executive Committee for final approval by March each year.

Criteria:

- The primary criterion is outstanding service to QUFA Members either over a long period of time or through intensive participation in specific activities like bargaining or strike preparation.
- The types of contributions that will be considered include:
 - committee participation/leadership;
 - alliance building on campus or in the community;
 - leadership on particular projects of import to QUFA members (eg. pension analysis/reform);
 - intense behind-the-scenes work to support more public activities; and,
 - long-term and consistent contributions to QUFA's mandate.
- Current or past Membership in QUFA.

The Nominations Committee will take into consideration the fact that Term Contract Members often take greater risks and make bigger sacrifices to participate when making its recommendations.

Outcome: Members selected to receive a DSA will be notified in advance of the Spring General Meeting and invited to attend the meeting where the Award will be presented. With the permission of DSA recipients, their names will appear in QUFA Voices and on the website.

Appendix A
QUFA Distinguished Service Award
Nomination Form

Date: _____

Nominee Information

Name: _____

Type of employment contract:

- Continuing Appointment
- Term Contract
- Retired
 - Continuing Appointment
 - Term Contract
- Not sure

Unit or Faculty: _____

Nominator Information

Name: _____

Unit or Faculty: _____

Reason for Nomination

Please outline why you think this person should receive a QUFA DSA. Attach additional documents if necessary.

Nominator Signature