

**Queen's University**  
**Senate Committee on Scholarships and Student Aid, Policy Sub-Committee**  
**Report to SCSSA**

**Policy on Non-Monetary Awards**

**Background**

The University has an inconsistent practice of establishing non-monetary awards. These awards have been created at the Department and Faculty/School level. In some instances these awards were approved by the Senate Committee on Scholarships and Student Aid. Also, in some instances these awards appear on the academic transcript.

This policy is meant to clarify the existence of non-monetary awards and their relationship to student recognition and funding minimums established for endowed and annually funded awards.

**Analysis and Discussion**

At its December 16, 2009 and February 18, 2010 meetings the Policy Sub-Committee of SCSSA reviewed the history, practices, and current requests related to establishing non-monetary awards.

The committee considered two options:

1. Permit non-monetary awards based on student achievement (not specifically related to academic excellence) to be approved and administered at the Faculty/School level and permit non-monetary awards based on academic excellence. These awards will be approved by SCSSA and will be recorded on the student's academic record and therefore will appear on the academic transcript.
2. Permit non-monetary awards based on student achievement (not specifically related to academic excellence) to be approved and administered at the Faculty/School level and do not permit non-monetary awards based on academic excellence.

There was agreement that Faculties and Schools have the authority to establish non-monetary awards to recognize student achievement. Achievement can include, but is not limited to school/community service, academic excellence, team work/group projects, etc. These awards are comparable to athletic awards that recognized the 'MVP' or 'Most Improved' player on an athletic team. Athletic awards of this nature (not to be confused with Athletic Financial

Awards) do not require SCSSA approval and are not administrated by the Office of the University Registrar (Student Awards). Similarly, non-monetary awards are internal to the respective Faculty/School; the method of recognition and administration of the award is determined by the Faculty/School.

The committee did consider not allowing non-monetary awards based exclusively on academic excellence, however the committee felt that option unnecessarily restricted the Faculty/School from recognizing the excellence of their students. However, the committee agrees it is not appropriate to establish new non-monetary awards as a way to create additional notations on the academic transcript as there already are multiple levels of recognition for academic excellence (i.e. medals, scholarships, and Dean's Honours List). Further, the committee strongly asserts that if non-monetary awards are approved by SCSSA and do appear on the academic transcript it will negatively affect and undermine existing minimum funding thresholds.

### **Recommendations**

The Policy Sub-Committee recommends that the SCSSA approve the following policy:

*Faculties and Schools have the authority to establish non-monetary awards to recognize student achievement. Terms for these awards are to be approved by the respective Faculty/School Awards Committee. As well the respective Faculty/School will be solely responsible for the administration of these awards. These awards will not be contained in the student's academic record and therefore will not appear on the academic transcript.<sup>1</sup>*

### **Summary**

The Senate Committee on Scholarships and Student Aid, Policy Sub-Committee recommends the Policy on Non-Monetary Awards be communicated to all Faculty/Schools so they may formalize their own processes for establishing and administering non-monetary awards.

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<sup>1</sup> Grandparent non-monetary awards: in cases where these awards currently exist they will continue to exist and in cases where they appear on the academic transcript they will continue to appear on the academic transcript.