



BURGMANN COLLEGE

Affiliated with The Australian National University

NOMINATION GUIDELINES

ALUMNI AWARDS

BACKGROUND

Prior to its 50th year, Burgmann College had one (1) award of **Honorary Fellow of Burgmann College** to recognise individuals for outstanding service to the College and/or for achievements bringing lasting honour to Burgmann College and its residents. This was created by the College Council in 2007, with the awarding of the first fellowship to founding Principal David Griffin, and a number have been awarded since.

Honorary Fellowship is the College's highest form of recognition, bestowed on individuals who fit the criteria of a long-standing association with Burgmann, *for a minimum of 15 years*, and awarded on the basis of significant involvement in one or more of the following (see **Appendix A** for full details):

- a) Support of the interests and welfare of Burgmann College or of a particular aspect of the College's activities;
- b) Fostering greater links between the Burgmann College community and persons, institutions and communities within and without Australia;
- c) Promotion of the aims, principles and objectives of Burgmann College;
- d) Distinguished service to the Australian community or to humanity at large in any field, including: i. the advancement of human knowledge; ii. the protection of the natural environment; iii. the promotion of social justice, development, peace and security nationally and internationally; iv. public office;

Individuals are nominated by members of the Convocation, considered by a subcommittee of the Council, and awarded by the Council at an occasion deemed suitable.

In its 50th year, the College expanded its award program to create the broader tiered **Burgmann College Awards Program**, comprising the **Honorary Fellowship** at the pinnacle and a new **Alumni Awards Program**, enabling the College to recognise, encourage and reward Alumni excellence across a broader range of criteria, for endeavours both inside and outside the College community, at different levels of accomplishment and life stage.

ALUMNI AWARDS PROGRAM

Objectives

Through this broadened Awards Program the College is:

- 1) Demonstrating an enduring interest in the achievements, successes and welfare of its former residents, engendering lifelong loyalty and connection;
- 2) Creating a means by which to learn of significant Burgmann Alumni achievements;
- 3) Maintaining and building relationships with high achieving and successful alumni over the course of their lifetime;
- 4) Promoting public awareness of the excellence of Burgmann alumni and increasing prospective enrolments;
- 5) Promoting awareness of the Burgmann College Alumni Association (BCAA) and its activities;
- 6) Instilling a sense of pride and connection in the wider Burgmann College community.

Structure

Existing Honorary Fellow recognition:

- 1) The **Honorary Fellowship** continues to constitute the highest and most prestigious award within the Awards Program. (*see Appendix A for full details*)

Tiers of recognition from 2021 onwards:

- 2) A **Distinguished Alumni Award**: an award for alumni aged* 35+, recognising outstanding achievement, locally, nationally and/or internationally;
- 3) An **Outstanding Alumni Award**: an award for younger alumni (under the age* of 35), recognising outstanding achievement, locally, nationally and/or internationally;
- 4) A **Burgmann Volunteer Award**, recognising the outstanding contribution of a volunteer to the activities of Burgmann College within the previous calendar year (i.e. Members of Council or Committees, BCAA Executive Committee member, Chapter Chair/Representative, communications/event support, etc).
- 5) A **Staff Recognition Award**, recognising the dedicated service or outstanding contribution of any current or former member of the Burgmann College staff.

* *age of nominee as at 30 June in the year of nomination.*

Criteria

Criteria for the Distinguished and Outstanding Alumni Awards include **a significant contribution to society in one of the following fields:**

- Arts & Culture
- Community Service
- Education
- Entrepreneurship & Innovation
- Environmental Conservation
- Health
- Industry
- Public Service
- Science
- Social Justice
- Sports
- Sustainability
- Other: _____

Significant contribution may be further defined as:

- Advancement of knowledge
- Advancement of professional practice
- Leadership in their field or profession

Alumni Awards may be awarded posthumously.

PROCESS FOR NOMINATIONS, SELECTION & AWARDING

Nominations

The College calls for nominations from Alumni, Staff, Volunteers and Friends of Burgmann College through available communications channels. Nominations are to be submitted on an official Nomination Form by the due date specified (usually 30 June).

Eligibility to be nominated

For the **Distinguished Alumni and Outstanding Alumni Award categories**, alumni are defined as present and former resident student members of the College who have resided in the College for at least ONE YEAR.

For the **Burgmann Volunteer Award category**, volunteers include members of Council or Committees, BCAA Executive Committee members, Chapter Chair/Representatives, and alumni and friends who have contributed to the Burgmann community in a volunteer capacity.

For the **Staff Recognition Award category**, there is no specified time criteria for length of service.

Eligibility to nominate

All members of the College community are eligible to make a nomination, including Alumni (current and former resident student members of the College of any length of time), Staff (current and former), Volunteers (current and former) and Friends of Burgmann College.

Individuals who fit the Award eligibility criteria may nominate themselves.

Selection

The BCAA Executive Committee, or a Subcommittee established for this purpose, have the responsibility of selecting and awarding these awards. This occurs under the auspices and management of the Advancement Office, and with ratification by the College Board.

Alumni Distinguished Alumni Award & Outstanding Alumni Award

The selection panel will assess the degree to which nominees have made an impact or contribution to society through their profession or field of expertise, and/or have demonstrated commitment to bettering the lives of others in their community or society in general, through their professional or volunteer efforts.

Volunteer

The selection panel will assess the degree to which nominees have made an impact or contribution to the Burgmann College community through their service as a volunteer.

Staff Recognition Award

The selection panel will assess the degree to which nominees have made an impact or contribution to the Burgmann College community through their service as staff.

Awarding

Alumni Awards will be both announced and presented at a suitable event during the annual Back-to-Burg Alumni Weekend and publicised through College communication channels following this event. Information about the successful nominees will be embargoed until then. If the successful nominee is present at the event, the Award will be made in person, otherwise it will be announced at the event and sent to the successful nominee at a nominated address after the event.

AWARD BENEFITS

Benefits accrued to the Honorary Fellows comprise the following:

- Presentation of a medal
- A ceremonial sash featuring the Burgmann logo
- Representation on an Honour Board in the Dining Hall

Benefits accrued to the Alumni Awards Program comprise the following:

- Presentation of a framed certificate
- Representation in an online Alumni Hall of Fame on the Burgmann website

RESCISSION OF AWARD

Should the recipient of any award outlined in this document bring dishonour to the award through proven fault or activities unacceptable to the general community, the award of the may be rescinded by the Burgmann College Board of Management.

FOR INFORMATION

For more information, please contact the Burgmann College Advancement Office

Email: alumni@burgmann.anu.edu.au

Telephone: 02 6125 2254

APPENDIX A: Guidelines for the Nomination, Awarding and Presentation Of An Honorary Fellowship

GUIDELINES FOR THE NOMINATION, AWARDING AND PRESENTATION OF AN HONORARY FELLOWSHIP

As adopted by Council 24 September 2009

Introduction

The Council of Burgmann College has established an Award of Honorary Fellowship as the College's highest form of recognition of those who by outstanding service to the College and/or achievements have brought lasting honour to Burgmann College and its residents.

A: Eligibility for an Honorary Fellowship of Burgmann College

1. Honorary Fellows will be selected on the basis of significant continued involvement in one or more of the following:
 - a) Support of the interests and welfare of Burgmann College or of a particular aspect of the College's activities;
 - b) Fostering greater links between the Burgmann College community and persons, institutions and communities within and without Australia;
 - c) Promotion of the aims, principles and objectives of Burgmann College;
 - d) Distinguished service to the Australian community or to humanity at large in any field, including: i. the advancement of human knowledge; ii. the protection of the natural environment; iii. the promotion of social justice, development, peace and security nationally and internationally; iv. public office;
2. To be eligible for the award, a nominee must have had a long-standing association with Burgmann College.
3. For the purposes of clause A3: a. Long-standing association is defined as a minimum of fifteen years.
4. In respect of clause A2 the Council may, in exceptional circumstances, confer an award notwithstanding the fact that clause A3 is not satisfied.
5. For the purposes of clause A2, significant includes: b. a contribution over and above what might be reasonably expected through paid employment; or c. voluntary

contribution to the community which stands out from others who have also made a valuable contribution.

6. An Honorary Fellowship may be awarded posthumously

B: Nomination Process

1. Any member of the convocation of Burgmann College may nominate or second the nomination of a candidate for the award of an Honorary Fellowship of Burgmann College.
2. A nomination must be made in writing, addressed to the Chairman of Council, Burgmann College – ANU and be signed by the nominator and seconder.
3. The nomination should: a. specify the criterion/criteria from clause A2 on which the nomination is based; and b. address that criterion/criteria, providing sufficient information to identify the person and the case for the award in terms of the criterion/criteria.
4. The Board of Burgmann College Council will convene a sub-committee of Council to consider the nomination, which will not include the nominator or the seconder or the nominee.
5. If the sub-committee supports the nomination, a recommendation to award the Honorary Fellowship will be submitted to the Burgmann College Council for consideration.
6. If the sub-committee does not support the nomination, the Chair will inform the proposers accordingly.
7. A nomination for the award of an Honorary Fellowship must remain confidential until the Burgmann College Council has approved the award and the nominee has agreed to receive the award.
8. All nominations, deliberations, investigations and recommendations relating to the nominations shall be treated as confidential by all persons concerned

C: The Announcement and Presentation of Awards

1. A public announcement of the award of the Honorary Fellowship will be made at such time as is agreed to by the Chair in consultation with the recipient.

2. The presentation of an award of an Honorary Fellowship of Burgmann College is seen as a major College event and shall be bestowed on a suitable occasion for the College to celebrate the contribution of the awardee to the life of the College.
3. An Honorary Fellowship will not normally be presented in absentia.

D: Rescission of Award

Should the recipient of an Honorary Fellowship of Burgmann College bring dishonour to the award through proven fault or activities unacceptable to the general community, the award of the Honorary Fellowship may be rescinded by the Burgmann College Council.