



# Guidelines for the Awarding of the W.N. Vaughan Medal

## Preamble

Established in 1984, the Walter N. Vaughan Medal was established in memory of the late Walter Vaughan who was Secretary of Senate for a number of years at the University of Guelph. Walter Vaughan was committed to student involvement in University governance and worked diligently to support the student caucus.

The Senate Honours and Awards Committee (“the Committee”) shall consider nominations and select the candidate for the Walter N. Vaughan Medal.

## Eligibility and Criteria

1. Contributions to student life and the University may also be considered as part of the nomination; however, consideration of a nominee’s impact through involvement in Senate activities will be paramount. Senate activities may include:
  - a. Participation and work on Senate Standing Committees and Boards;
  - b. Leadership on Student Senate Caucus, and;
  - c. Other initiatives that contribute to enhancing the function of Senate.
2. The medal will be given to a current student elected to Senate (graduate or undergraduate) who has high academic standing (see *Documentation* section, item 4 within the guidelines) and has made significant contributions to the activities of Senate.
3. The Committee will base its decision on the activities of the student nominated, in combination with the student’s academic record (see *Documentation* section, item 4 within the guidelines) and letters of support included with the nomination.

## Nominations

1. An annual call for nominations will be issued to Senate during the winter semester.
2. Nominations may be made by a sitting member(s) of Senate.
3. All nominations will be considered by the Committee, who will select the candidate and report to Senate for information.

## Commitment to Equity, Diversity and Inclusion

The University is committed to fostering a culture of inclusion and to designing, reviewing, and rebuilding structures – including policies, programs, and practices – that are inclusive, equitable,

and accessible to all. In keeping with this commitment, nominations of qualified individuals from historically marginalized and underrepresented communities including those who identify as Black, Indigenous, or Persons of Colour; persons with a disability or who identify as differently abled; persons of all genders, and sexual orientations; and those with a demonstrable track record of confronting oppression and promoting belonging in their organizations and communities are strongly encouraged.

## Documentation

The following items shall be included with the nomination:

1. ***Nomination form:*** available on the [University Secretariat website](#).
2. ***Citation or Statement of Nomination:*** this statement should summarize the nominee's contributions.
3. ***Letters of Support:*** a maximum of three (3) letters of support must be submitted from individuals knowledgeable about the nominee's contributions.
4. In addition to the above, the University Secretariat will confidentially obtain a nominee's academic transcript from the Office of the Registrar Services, for the purposes of verifying academic standing, per the terms and conditions of the award. This information will not be shared with the nominator.

## Method of Presentation and Privileges

1. Public recognition of recipients of the Walter N. Vaughan Medal shall be given at a convocation to which the recipient is convocating, or to which they shall be invited.
2. The award will consist of a medal, together with a citation.

<i>Approval Authority:</i>	Senate Honours and Awards Committee
<i>Office of Responsibility:</i>	University Secretariat
<i>Revision Dates:</i>	March 5, 2025 January 16, 2020 January 21, 2019 January 25, 2017 November 14, 2011 September 23, 2008 November 20, 1984 (established)

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