

GONZAGA MEDAL

Student Engagement/Executive Committee Guidelines

Established by the Alumnae Association in 1972, the Gonzaga Medal is awarded to the graduating student considered to best exemplify the personal qualities of refinement, dignity, integrity and sincere concern for others. The recipient of this award shall have been active in academic programs and activities within the Ursuline College community.

The award is named in honor of Sister M. Gonzaga Haessly, OSU. Sister Gonzaga, an Ursuline nun for 70 years, had been with the College since 1922. She served as Dean for 34 years (1932-1966) and Dean Emeritus until her death in 1969. Sister Gonzaga is remembered by alumnae as one who exemplified the true spirit of Ursuline College. She was a religious woman who was also a scholar, teacher, administrator and above all, a friend.

A. Criteria

1. Any 'graduating senior' receiving a bachelors from Ursuline College is eligible. A 'graduating senior' is defined as someone who has applied for and been approved for graduation prior to March 1st of the spring semester in which the Gonzaga is awarded. Anyone who applies for and is approved for graduation after this date will be considered for the Gonzaga award the following year.
2. The recipient of this award shall have demonstrated personal qualities of refinement, dignity, integrity and sincere concern for others.
3. The recipient of this award shall have been active in academic programs and activities within the college community.

B. Committee Procedures

1. The Alumnae Director shall be the co-chairperson of this committee in conjunction with the chairperson of the Student Engagement Committee of the Alumnae Board regarding the selection of the Gonzaga Award.
2. Members of the Student Engagement Committee and the Executive Committee Officers of the Alumnae Board shall serve as Selection Committee members. If the student representative to the Alumnae Board is on the Student Engagement Committee, that student cannot be a part of the selection process noting, at times, the student representative is a Senior as well as a nominee and eligible for the Gonzaga Award.
3. The Committee will meet at the discretion of the chairperson.

C. Search

1. Nominations will be opened at the beginning of March to all graduating seniors, faculty, staff and administration. Nominations can be made by the online nomination form.
2. Nominations will be accepted in the Alumnae Office during the month of March. Opening and closing dates for submission of nominations are subject to limitations of committee deadlines.

3. Any graduating senior is eligible to nominate herself/himself or another graduating student. Please see the definition of graduating senior noted above.

D. Nomination & Selection Process

1. Nominations for the Gonzaga Award can be made by fellow graduating seniors, faculty, staff & administration of Ursuline College.
2. Any graduating senior is eligible to nominate herself/himself or another graduating senior. The Alumnae Office will announce the nominations are being accepted for the Gonzaga award to the Ursuline Community by email and other internal media.
3. Nominations will be accepted by the Alumnae Office until a designated date in late winter/early spring, in conjunction with the College's cutoff date for Graduation Applications, to give the office significant time to process the nominations.
4. The Alumnae Office will be responsible for, to the best of their abilities, informing each qualifying graduating senior of their nomination.
5. Nominees will be required to submit requested information (Gonzaga application including essay) to the Alumnae Office by a date designated by the Alumnae Office. Those who do not will be considered but solely based on their nomination and not supporting information.
6. The Alumnae Office will be responsible for distributing the information packets to the Selection Committee noted above. The Committee will meet in person to discuss the nominees and select the recipient(s). Committee members who are not able to attend the committee selection meeting need to share their top selections in writing to the Alumnae Office prior to the meeting (no more than 3). Only Selection Committee members who attend the selection committee meeting will be a part of the final selection.
7. The committee will select the graduating senior(s) and an alternate who best exemplify refinement, dignity, integrity and sincere concern for others and the true spirit of Ursuline College and is active in academic programs and activities within the Ursuline College community.
8. One or more recipient(s) may be chosen each year however the committee is encouraged to select one recipient. If two recipients are chosen and one is not an eligible student, one Gonzaga Award will be awarded to one recipient. In the event chosen student as well as the alternate are not in good standing with the College, the Alumnae Director will then choose the next eligible student.
9. The final decision of the committee will not be shared outside of the committee initially. The Alumnae Office will inform the Vice President of Academic Affairs and the President of the College to assure that the person(s) selected are in Good Standing with the College and they are, indeed, a graduating senior. If the selected student is not in good standing, the alternate student will be the recipient. If the committee selects two recipients and one is found not to be in good standing, the remaining of the two will be the sole Gonzaga recipient. No effort will be made to bring that number back up to two.

E. Notification

1. Notification of the selection will be provided to the President, the appropriate officers of the College, the Dean of Students and to the Alumnae Board.

2. The best effort will be made by the Alumnae Director to inform the recipient(s) in person and give a formal letter. If meeting in person is not possible in a timely matter, the Alumnae Director will inform the recipient(s) by phone.
3. The confirmation of selection by letter and the request of any necessary information from the recipient for the presentation ceremony and the alumnae files, will be by the Alumnae Director.
4. The Alumnae Office will be responsible for ordering a medal for the recipient(s) of the award. The Alumnae Office will determine the look of the medal and any other award pieces.

F. Presentation

1. The award is presented by the President of the College (or by the Alumnae Director in the absence of the President). Presentation of awards is usually at the Student Leadership Awards Ceremony held on campus several weeks prior to Commencement.