



ALUMNI ASSOCIATION
CAPILANO UNIVERSITY

CALL FOR NOMINATIONS

2018 50th Anniversary Alumni Awards of Excellence

CELEBRATE THE EXPERIENCE!

Capilano University (CapU) and Capilano University Alumni Association (CUAA) are pleased to present a special anniversary edition of our *Alumni Awards of Excellence!*

In our 50th anniversary year, our award categories represent a departure from our standard awards format to allow us to nominate and recognize alumni who embody the essence of who we are and the impact of CapU locally, regionally and around the world. As in past years, threads of our community's values— spirit, passion, innovation, collaboration, pride and impact—are woven through each of our award categories.

Five awards will be given out to individuals who exemplify our brand essence. There will be one award for each CapU brand essence word: Luminous, Unified, Enduring, Confident and Creative. To ensure we have every opportunity to nominate and recognize the positive impact of our alumni in the communities in which they live and work, all alumni including past recipients may be nominated. This awards ceremony is an unprecedented opportunity to share our story and the accomplishments of our alumni, as we mark this important milestone in our history.

To celebrate our extraordinary alumni, we need your help in recognizing their contributions. Here's how to submit a nomination:

SUBMITTING YOUR NOMINATION

- Read the award criteria and eligibility requirements before making your recommendations.
- Review the criteria for the award categories and suggestions about supporting documents to include.
- Fill out and submit this **form**, as well as your nomination statement, letters of support, and nominee's declaration. You may email the form with supporting documents, mail, or drop it off to the addresses listed at the end of this document.
- A detailed statement of support for your nominee is a key part of the nomination package. Please include examples of how your nominee fulfils the criteria for the award category for which you are making the nomination.
- A thoughtful and substantive statement in support of your nominee is very important in helping the committee with its selections.
- It is recommended that the nominator should take the lead in requesting additional support materials to enhance the nomination. You are encouraged to involve the nominee in the process.

This is a confidential process; others may not be aware of this nomination unless they are notified by you. Letters of support should provide further details about your nominee and may be provided by former students, colleagues, fellow alumni, etc. Please ensure that you share the awards criteria with those providing supporting documents.

If available, please include the nominee's resumé or other supporting materials that will inform the selection committee's decision.

Submit nominations for the awards no later than March 9, 2018

WHO CAN MAKE A NOMINATION

The selection committee will accept nominations for alumni candidates from various stakeholders in our community, including but not limited to: students, alumni, faculty & staff, employers of alumni, vendors, family and friends. The selection committee will review materials submitted for each candidate and select those candidates who are deemed to best represent the award they have been nominated for based upon the criteria established for each award.

HOW RECIPIENTS ARE SELECTED

The selection committee is comprised of representatives from the Capilano University Board of Governors, Alumni Association Board of Directors, President's Office and Office of Development and Alumni Relations.

AWARDS CRITERIA & CATEGORIES

Each award has specific criteria outlined below. Each criterion is weighted and scored based upon predetermined values to support qualitative and quantitative discussions and select a list of honorees.

All awards categories will take into account the following three criteria. Recipients will have demonstrated a sustained quality in their actions over time in one or more of the following areas. Please note, the criteria are less about length of time and more about consistency in application.

- 1. Spirit/Passion** to drive change through service to the community.
 - Contributions in supporting the development of healthy, vibrant and inclusive communities.
- 2. Innovation/Collaboration**
 - Contributions in the field of education, including research, teaching, program development or educational administration; or
 - Recognition of entrepreneurial innovation or social enterprise successes.
- 3. Professional Achievement** that has advanced the profile and regard of Capilano University in business or industry.
 - Achievement in professional or career endeavours; or
 - Achievement in the fine, performing or applied arts, or communications.

LUMINOUS

The brand essence ***Luminous: Through education, our environment and world-class architecture, Capilano University is authentic and illuminated.***

Specific Criteria for Luminous:

1. The nominee has demonstrated focus on educating in the classroom and/or beyond.
2. The nominee is recognized as a knowledge expert within an established community of practice, which can be formal or traditional in any subject area.
3. The nominee will have consistently demonstrated a generosity in sharing their expertise to advance communities within CapU or beyond the four walls of our campus.

UNIFIED

The brand essence ***Unified: Diverse in thinking, but connected in our vision and mission, we work together to build the Capilano University community.***

Specific Criteria for Unified:

1. The nominee demonstrates a solution-focused approach to various issues and opportunities.
2. The nominee is known for bringing communities together in common purpose by combining diverse perspectives to find new approaches.
3. The nominee is a connector that demonstrates leadership but is not necessarily in a leadership role.

ENDURING

The brand essence ***Enduring: We are proud of Capilano University's 50-year history, our relationship with local First nations, the origin of our name and the foundation all these elements create for our future.***

Specific Criteria for Enduring:

1. The nominee has demonstrated a commitment to fostering relationships with Aboriginal communities and embraces intercultural values to build the future.
2. The nominee embodies through their actions reconciliation at a local, regional or national level.
3. The nominee will have a track record of acknowledging our past with eyes open to examine actions and finds ways to collaborate to build stronger communities.

CONFIDENT

The brand essence ***Confident: Capilano University graduates are confident in their ability to affect positive change.***

Specific Criteria for Confident:

1. The nominee is a proven leader, a shooting star we all want to follow because their story resonates and keeps us watching for their next move.
2. The nominee inspires trust and through their example others have been inspired to act.
3. The nominee demonstrates the application of confidence through focus and determination in pursuit of their goals.

CREATIVE

The brand essence ***Creative: Creativity is at the heart of Capilano University – visible in student output, academic programming and faculty collaboration.***

Specific Criteria for Creative:

1. The nominee is known to be the first to take action and does not settle for the status quo.
2. The nominee embodies innovation by asking “why or why not?” to create solutions.
3. The nominee is not afraid to fail, and probably has, and demonstrates almost limitless ways to solve problems big or small.

ELIGIBILITY

All alumni are eligible for nomination. Alumni are defined as those individuals who have received a credential from the University or have successfully completed a minimum of 54 credits at Capilano University.

Award recipients must consent to participate in the awards celebration in Vancouver. Please note, the University may not have the resources to provide travel allowances for award recipients to attend the event. Nominators may nominate more than one candidate for each award. There is only one award recipient in each award category.

EXCLUSIONS

Members of the Capilano University Board of Governors, Foundation Board or Alumni Association Board, and currently active politicians are **not eligible** for nomination.

Nominees must be aware of their nomination and accept that their name, photo, credentials and biography may be published in various media promoting the event.

Capilano University protects the privacy and confidentiality of the information of nominees.

The awards will be presented at the ***Alumni Awards of Excellence*** celebration, a ticketed event attended by members of the broad Capilano community, on the evening of October 18, 2018.

Please download and fill out this nomination form online at: capilanou.ca/alumni



NOMINATION FORM

2018 50th Anniversary Alumni Awards of Excellence

Please indicate the award for which you are nominating a candidate:

- Luminous
- Unified
- Enduring
- Confident
- Creative

Nominator's Information:

First Name	Last Name	Phone
Address	City/Province	Postal Code
Email	Relationship to nominee	Signature/Date

Nominee's Information:

First Name	Last Name	Phone
Address	City/Province	Postal Code
Email	Capilano credentials (if applicable)	Additional credentials (if applicable)

NOMINEE'S DECLARATION

Capilano University's ***Alumni Awards of Excellence*** program recognizes the outstanding achievements of alumni and celebrates the spirit of community and lifelong connection to Capilano University.

You have been nominated for a prestigious award as part of the special anniversary edition of the ***Alumni Awards of Excellence*** program and may have been encouraged to provide your nominator with information about your achievements that will enhance your potential to be an award recipient. Please read and complete the following release form that will confirm your agreement to be nominated under the following conditions:

1. If you are selected as an award recipient, you will agree to attend the presentation event in Vancouver on Thursday, October 18, 2018. In situations of unexpected emergencies or illness, this requirement will be waived.
2. You may be required to speak at the presentation event and may be asked to participate in future campus or community events on behalf of the University.
3. You agree to allow information contained in this nomination package and other personal information gathered for this purpose to be used for publicity and promotional purposes in accordance with the provisions of the Freedom of Information and Protection of Privacy Act.

I agree to let my name stand for nomination for this prestigious award within Capilano University's ***Alumni Awards of Excellence*** program.

Name: _____

Signature: _____

Date: _____

NOMINATION CHECKLIST

Please submit this form to the Development & Alumni Relations Office at Capilano University accompanied by the following:

- Nominator's statement of support
- Additional statements or letters of support
- Nominee's CV and other supporting documents
- Nominee's Declaration

Please submit the completed nomination package by email or regular mail by March 9, 2018 to:

Alumni Awards of Excellence

Development & Alumni Relations
Capilano University
2055 Purcell Way
North Vancouver, BC
V7J 3H5
Email: alumni@capilanou.ca

Questions about the awards program? Contact the Development and Alumni Relations Office at 604.984.4983