

OUTSTANDING ALUMNI AWARD GUIDELINES

(Revised June 19, 2020; revised May 2019; revised Feb 9, 2012)

1. Purpose

The "Outstanding Alumni Award" is to honour graduates of the advanced degrees offered by the School of Information Management (Dalhousie University) who have made an outstanding contribution to the field of Information Management in any professional setting.

The Award is scheduled to be given every year.

2. Criteria

In choosing the recipient(s), the Selection Committee will consider the following factors:

- innovation and leadership within their professional roles
- research, presentations, outreach and publication record
- service to relevant professional organizations
- mentoring and support for junior colleagues

3. Eligibility

i) Any graduate of Dalhousie University's Master of Library Service (MLS), Master of Library and Information Studies [MLIS], Master of Information Management (MIM), Master of Information (MI) or any of these degrees jointly offered with other degrees (e.g., MLIS/JD).

ii) Associate members (i.e., not graduates as in 3 i) above) as defined in the Associated Alumni Constitution or any other person so designated by a majority vote of the Associated Alumni.

iii) The Award may be given posthumously.

iv) The Award will not be given more than once to the same person.

4. Nomination/Selection Procedures

i) Members of the Selection Committee are mandated to generate nominations each year and to solicit nominations from Associated Alumni members. Nominations may be submitted by any member of the Associated Alumni.

ii) Nominations for the Award shall be solicited through advertisements posted to DALSIM-Grad listserv, and through any other means deemed appropriate by the Selection Committee.

iii) All nominations must be submitted as attachments by email and must include the following information: complete name and address of the nominee; statement outlining the nominee's achievements in accordance with selection criteria; and the name and address of the nominator(s). Nominator(s) are encouraged to include additional information such as the curriculum vitae of the nominee; additional letters in support of the nominee; and any other relevant documentation, especially where there is evidence of meeting the selection criteria.

iv) Nominations must be submitted to a designated member of the Selection Committee, who will normally be the chair.

v) The nomination deadline must be made clear in the Call for Nominations and should allow appropriate notice for the generation and preparation of nominations.

vi) Nominations of persons previously nominated but not chosen may be resubmitted.

5. Selection Committee

i) The Selection Committee is a Standing Committee of the SIM Associated Alumni. It will consist of five members, with no more than one person from a given graduating class at a given time. Whenever possible, a past winner of the Award will serve as one of the members of the Committee.

ii) The Executive of the DALSIM Associated Alumni will call for volunteers to serve on the Selection Committee by January 31 of every year.

iii) The Executive of the DALSIM Associated Alumni will be cognizant of diversity and equity considerations in appointing members to the Selection Committee. The Executive will actively seek members who have broad professional experience and/or diverse perspectives on the information professions.

iv) Members will serve a two-year term. Members may serve again after the conclusion of their term but may not serve two consecutive terms. To help ensure continuity of committee experience, there should be staggered turnover of membership. Responsibility for this rests with the Executive of the DALSIM Associated Alumni.

v) In the event that a member resigns or leaves the committee before the end of their term, the Executive will appoint a replacement member. The replacement member will assume the position of the previous member and serve the remainder of the term.

vi) The Selection Committee will notify each nominee soon after having received the nomination to confirm that they are willing to be considered as a candidate for the Outstanding Alumni Award.

vii) The Selection Committee will evaluate and choose the Award recipient from among the nominations received and submit its recommendation in writing by June 30th, or another agreed-upon deadline, to the Executive of the DALSIM Associated Alumni.

viii) The Executive of the DALSIM Associated Alumni are responsible for notifying the recipient, all nominees, and the School of Information Management, and for publicizing the name of the Award winner in appropriate SIM and related professional publications as well as professional social media groups. The Executive is also responsible for notifying Dalhousie Alumni Relations, either directly to the central office, or via the Faculty's Alumni Relations Officer.

6. Award

i) The Award shall consist of:

a) an individual plaque inscribed with the name of the Award, recipient's name and Award year. This plaque is given to the winner to retain;

b) a larger, permanent plaque recording all recipients' names to be displayed at DALSIM.

ii) Normally only one Award shall be made in a given year. If, in the opinion of the Selection Committee, a sufficiently worthy candidate has not been nominated, the Committee may recommend to the Executive of the DALSIM Associated Alumni that the Award not be issued in that year. Similarly, given the very broad nature of the information professions, the Selection Committee may recommend a maximum of two candidates for the award in any given year.

iii) Whenever feasible, the Award shall be presented by the Chair of the DALSIM Associated Alumni at the annual DALSIM Alumni Reception in the year the Award is given.

iv) Expenses for the recipient to attend the Awards ceremony shall be considered, if financial support is available within the University.

v) If the award winner is unable to attend the ceremony, they shall be invited to record a short video of their talk/acceptance speech.

vi) The Award winner may be invited to make a professional or scholarly presentation in the DALSIM Lecture Series within two years following receipt of the Award.