



SCHOLAR OF THE YEAR NOMINATION FORM AND GUIDELINES

The Porterville College Academic Senate Scholar of the Year is our faculty's highest honor for our graduating students. Each year, one graduating student is selected by the Academic Senate from among those nominated by Porterville College faculty. This student is announced as the Scholar of the Year at the Distinguished Student Awards Ceremony, and recognized at the Commencement ceremony.

To be nominated for Scholar of the Year, a student must have a minimum 3.75 GPA in all courses counted for graduation at the time of the nomination. In addition, the student must have demonstrated outstanding abilities through their Porterville College coursework in areas of intellectual and critical thinking skills; exceptional curiosity, creativity, and effort; accomplishment within their major(s), and accomplishment in other disciplines.

The process for selecting the Scholar of the Year is as follows:

The Academic Senate President should make the call for nominations for Scholar of the Year near the end of February each year, and provide the list of eligible graduating students from Admissions and Records to faculty. This list should not be shared outside of faculty. The award will be announced in approximately the fourth week of April at the Distinguished Student Awards Ceremony.

Students who have petitioned for graduation in the current academic year may be nominated for the Scholar of the Year award by a faculty member in a discipline for which the student is receiving a degree, and with whom the nominated student has completed at least one course. All nominated students should also have been selected for a Distinguished Student Award in that area of study of the nominating faculty member.

The nomination for Scholar of the Year must be supported by three other faculty members who are discipline experts in at least two different disciplines from the primary nominator. A nomination without three supporters will not be accepted, and no additional faculty members beyond the three may support the nomination.

Faculty may only nominate or support the nomination for a single student each year.

The nominator and supporters must complete the nomination form by the deadline provided by the Academic Senate President for that year, submitting the nomination directly to the Academic Senate President. In the event that no nominations are submitted by the stated deadline, the Academic Senate President shall determine if the deadline should be extended, or if no winner shall be recognized in that year.

Each faculty member that is part of the nominating group may contribute to the content provided in the form, but only one form should be submitted per nomination. Student transcripts should also be included as evidence.

The selection of the Scholar of the Year from among the nominees shall be made by a panel of five members: the Academic Senate President, who shall preside over the panel, and four additional members of the Academic Senate, chosen in a regular Academic Senate meeting after the nominations have been submitted.

Members of the Academic Senate who have nominated or supported a nominee for the award in that year shall recuse themselves from membership in the panel, and any Senate members who feel they have a conflict of interest preventing them from objectively evaluating the nominees are also expected to recuse themselves. If the Academic Senate President is recused from the panel, another member of the Senate Executive Board shall take their place, and preside over the selection process. In the event that all members of the Senate Executive Board are part of a nomination, the Senate shall select another member of the Senate to preside over the panel in a vote.

The Scholar of the Year panel shall meet in closed session to review the nomination materials shortly after the nomination deadline, and after careful consideration shall select a winner for that year's award. No materials other than those submitted by the nominating group may be considered.

Each member of the panel shall score each nominee using a scoring rubric, as described below.

Scoring Areas:	0 to 5
Intellectual ability above expectations and requirements	
Critical thinking ability above expectations and requirements	
Curiosity above expectations and requirements	
Creative thinking ability above expectations and requirements	
Efforts above expectations and requirements	
Scholastic excellence in area of major(s)	
Scholastic excellence in area(s) outside of major	
TOTAL (Max 35):	
Scoring Scale:	
No evidence	0
Limited evidence	1
Evidence, but consistent with typical student	2
Strong evidence, above most students	3
Extensive evidence, among top students in this year	4
Outstanding evidence, among the top students ever observed	5

The scores shall be compiled by the Academic Senate President (or alternative panel Chair if the Senate President is recused). The nominee receiving the highest overall score shall be recognized as the winner for that year.

In the event of a tie among the nominees, the following process will be used to break the tie: the highest-scoring nominees with tied scores will be voted on by the panel. Each member of the panel will select a single nominee, and vote anonymously by ballot. A majority of votes of the panel (3/5) determines the winner. If no nominee receives a majority of votes, the nominee with the fewest votes will be removed from consideration, and the panel will vote again until a single nominee receives a majority of votes. If more than one nominee receives that same number of fewest votes (i.e., three nominees all received a single vote), the panel will similarly vote among them for which shall remain in consideration, with the nominee receiving the largest number of votes remaining in consideration in the re-voting. In the event that these methods do not resolve an impasse, the panel may choose to resolve the matter in another way under the consent of the group.

Should the panel determine that none of the nominees merits receiving recognition as the Scholar of the Year, no nominee shall be recognized in that year.

After a determination of the winner is made, the Senate President shall have responsibility for ensuring that the identity of the winner is shared with the Director of Communications and Community Relations, or whomever is responsible for preparing the Commencement program in that year, and the Executive Director of the Porterville College Foundation to ensure the scholarship information is prepared.

The members of the panel should refrain from discussing the identities of the nominees or the content of the deliberations outside of their meeting and with other individuals. The winner shall be publicly announced at the Distinguished Student Awards Ceremony.

All faculty with knowledge of the process are expected to keep all details of the nomination and selection process private, and no students should be aware that they have been nominated or selected for the award. The winner of the award will be invited to attend the Distinguished Student Awards Ceremony, but will only know that they are receiving a Distinguished Student Award.

The Scholar of the Year recipient will receive a pin and a certificate identifying them as the Porterville College Academic Senate Scholar of the Year, a scholarship in the amount of \$1,000 (pending account balance verification with the PC Foundation each year and subject to revision as deemed necessary by the Academic Senate), and shall be recognized at the Commencement ceremony and program.

The Scholar of the Year is not required to participate in the graduation ceremony, and may receive the award without their presence at the Distinguished Student Awards Ceremony. They will be announced as the winner of the award at the ceremony regardless of attendance, and arrangements for receipt of the award will be made subsequent to the ceremony if they are not able to attend.

The Academic Senate should review this process at the end of each year to determine if any changes should be made.