

<b>Title</b>	<b>Recognition and Achievement Awards</b>
<b>Number</b>	<b>D1003</b>
<b>Category</b>	<b>Human Resources</b>

**1. PURPOSE**

To honour employee excellence that has been consistently demonstrated through outstanding achievement and contribution to the College’s internal and external communities.

**2. DEFINITIONS**

**Employee excellence** – is demonstrated through the positive and verifiable impact of achievements and contributions of College employees on Langara College. These achievements significantly exceed the performance expectations associated with duties at the College, exemplify the Vision, Mission, Goals and Values of the College, and serve to enhance the reputation of the College.

**Employee** – an individual employed and paid by the College to provide services on its behalf. For the purposes of this policy, an employee is an individual employed on a regular, permanent basis engaged in ongoing work.

**3. POLICY**

3.1 The College’s Recognition and Achievement Awards program recognizes employees who, in the course of their duties and associated activities, are role models of the concepts outlined in the Vision, Mission, Goals and Values of the College, and demonstrate excellence in leadership, research and scholarly activity, teaching or service.

3.2 The program provides annual awards in four categories: Leadership; Service; Scholarship; and Teaching.

3.3 The program is intended to:

- i. Honour and thank employees for their exemplary contributions to the College and the further enhancement of the College’s Vision, Mission, Goals and Values;
- ii. Promote and celebrate excellence in teaching, leadership, scholarship and service achieved through teamwork, role modeling, commitment, creativity, community involvement, institutional impact and adaptability;
- iii. Be inclusive and accessible to all employees;
- iv. Be fair and transparent;
- v. Respect and celebrate our diversity; and
- vi. Enhance the reputation of the College in the external community. The selection should include any additional considerations, conditions or restrictions that impact policy compliance.

3.4 The names of award recipients will be made public.

**4. RESPONSIBILITY**

For inquiries relating to this policy, contact the Vice-President, People Services.

**5. REGULATIONS/PROCEDURES**

Recognition and Achievement Awards – Procedures and Nomination Criteria.

<b>History/Revision</b>	
Origination Date	May 2, 2006
Amendment Date(s)	November 21, 2017 January 13, 2009
Next Review Date	November 21, 2020