ARTS CO-OP UBC iSCHOOL-SLAIS STUDENT OF THE YEAR AWARD 2017/2018

The Arts Co-op Program has created a Student of the Year Award for co-op students at the UBC iSchool - School of Library, Archival, and Information Studies (SLAIS). Two annual awards of $1000 are available: one to an MLIS or Dual student (who used their MLIS background on the co-op job) and the other to an MAS or Dual student (who used their MAS background on the co-op job). These awards are for work terms completed during Fall 2017 (Sep-Dec 2017), Winter 2018 (Jan-Apr 2018), or Summer 2018 (May-Aug 2018) term. Please note that a student cannot apply for both the MLIS and MAS awards during the same competition year.

These annual awards recognize outstanding achievement in all aspects of the UBC iSchool co-op student’s performance, including academics, the workplace, and professional/community involvement. The awards will be given by the Associate Dean of Arts, Student Success, based on the advice of the Arts Co-op UBC iSchool-SLAIS Advisory Committee and will be noted on the award recipients’ transcripts.

SELECTION CRITERIA FOR THE AWARD

The Arts Co-op UBC iSchool Student of the Year Award Committee, a subset of the Arts Co-op UBC iSchool-SLAIS Advisory Committee, will use the criteria listed below to evaluate candidates. Nominees are scored initially on a scale of 100 points; the value of each criterion is indicated in brackets. The committee is seeking well-rounded candidates who show evidence of accomplishment in: academics, the workplace, their co-op community, and professional/community activities. Points will be awarded on the quality of each component.

Student’s Personal Statement (15 points):
- Student’s career, personal, and academic experiences has been enhanced by co-op
- Student has been able to demonstrate the relevance of his/her study to the workplace and vice versa

Job Achievement / Employer Evaluation (30 points):
- Student has received an exemplary evaluation on his/her performance for the co-op work term for which he/she is being nominated based on the Arts Co-op UBC iSchool-SLAIS Student of the Year Award 2017/2018 Employer Nomination Form and recommendation letter completed by the co-op employer representative chosen by the student.

Note: The co-op employer representative chosen by the student must be for a co-op work term in the academic year for which the student is being nominated (Sep 2017 to Aug 2018).

Academic Achievement (10 points):
- Student has maintained or exceeded an 80% cumulative GPA for his/her current UBC iSchool degree program
- Student has received, awards, scholarships, bursaries or other recognition related to his/her UBC iSchool degree program

Contribution to Arts Co-op Community (10 points):
- Student has contributed to the Arts Co-op community, particularly within the academic year for which the student is being nominated. E.g., The student has:
  o Acted as an ambassador by engaging in public presentations for the Arts Co-op Program during student recruitment information sessions or other Arts Co-op Program events such as the Arts Co-op Graduate January Conference
Professional Development Activities and Engagement in UBC iSchool Community and/or Other Communities (10 points):

- Student has contributed to the UBC iSchool student community and/or other communities particularly within the academic year for which the student is being nominated. E.g., The student has:
  - Been active in the Library and Archives Students’ Association as an executive member, team member, or volunteer
  - Participated in the UBC iSchool Experiential Learning Day
- Student has engaged in professional development activities. E.g., The student has:
  - Volunteered or participated in BCLA or AABC committees, events, or other professional activities
  - Been a member of professional associations such as:
    - American Library Association
    - Archives Association of British Columbia
    - ARMA International
    - Art Libraries Society of N. America (ARLIS/NA)
    - Association of Canadian Archivists
    - British Columbia Library Association
    - Canadian Council of Archives
    - Society of American Archivists
    - Special Libraries Association
    - Vancouver Association of Law Libraries
- Been published in professional organizations’ or co-op employers’ newsletters, journals, etc.
- Attended and/or presented at conferences related to his/her current degree program
- Attended workshops or tours related to his/her current degree program

Final Work Term Learning Assignment and Portfolio Pieces (20 points):

- Student has produced a high-quality final co-op work term learning assignment and included noteworthy, relevant portfolio pieces.
- Student has received a “Pass” for all co-op work term learning assignments and for the co-op work term for which he/she is being nominated
- Student’s employer has reviewed the student’s final co-op work term learning assignment and indicated this on their Arts Co-op UBC iSchool-SLAIS Student of the Year Award 2017/2018 Employer Nomination Form.

Note: Assignments marked as confidential will only be read by the Arts Co-op staff member on the adjudication committee, not the entire adjudication committee, making them difficult to properly evaluate.

Reviewer’s Discretion (5 points):

- Student’s application is of an overall outstanding quality that goes beyond the above categories.

ADJUDICATION PROCESS

The Arts Co-op Student of the Year Award Committee (UBC iSchool), a subset of the Arts Co-op UBC iSchool-SLAIS Advisory Committee, will meet annually in the fall to review all nomination packages and decide on the award recipients. Selection is based on co-op, academic, and extra-curricular accomplishments for the previous academic year. The sub-committee will be composed of employer, UBC iSchool, and Arts Co-op representatives and should total 3-5 members. The award recipients will be announced in September and will be featured in Faculty of Arts and/or UBC-related communication materials as well as relevant professional organizations’ communication as appropriate.
NOMINATION PROCESS

Either the co-op student or the student’s co-op employer may initiate this process. The nominating employer must be an employer the student worked for in the academic year for which the student is being nominated.

Note: In either case, the student is responsible for gathering and submitting his/her complete nomination package.

Nomination Packages:

Nomination packages must include the following items, sent in electronic format (1 PDF, including the URL for the student’s video assignment if applicable – i.e., YouTube, Dropbox, etc.) in the following order:

1. Student’s signed personal statement in the form of a letter to the adjudication committee (2 pages max., 1-inch margins, 10-point font min., standard business letter format)
2. Student’s current academic transcript, showing the student’s calculated cumulative average (unofficial copy from SSC is suitable)
3. Student’s current resume (2 pages max., 1-inch margins, 10-point font min.), indicating scholarships, awards, bursaries, or recognitions related to the student’s UBC iSchool degree program, professional development activities, and contributions to the Arts Co-op Community, UBC iSchool student community and/or other community involvement
4. Student’s final work term learning assignment (video, presentation, poster, or report) for the term for which the student is being nominated. Other co-op assignments and the completed student evaluation form are NOT required. Where possible, information on awards the student has received, achievement certificates, letters of recognition and/or other portfolio pieces related to his/her UBC iSchool degree program should also be included. Please limit these to 5 pieces.

In addition, the following must be emailed separately, directly from the nominating co-op employer representative to arts.co-op@ubc.ca.

5. Completed Arts Co-op UBC iSchool-SLAIS Student of the Year Award 2017/2018 Employer Nomination Form and accompanying recommendation letter written on the organization’s letterhead, both signed by the co-op employer representative.

Note: Only complete nomination packages that meet the guidelines will be forwarded to the adjudication committee.

APPLICATION DEADLINE

Application packages for the 2017/2018 academic year must be submitted electronically to arts.co-op@ubc.ca by 4pm on Monday, September 10, 2018.