



## Awards for Equity, Diversity and Inclusivity Nomination Guidelines

**Purpose:** The Engineering Inclusivity, Diversity and Equity Advancement (E-IDEA) initiative of the Faculty of Engineering seeks to recognize students for outstanding individual or group initiatives that promote and foster an inclusive work, learning or living environment on campus

### Description of Awards:

The **Preston Phipps Equity and Diversity Award** is presented once per year to an undergraduate or graduate student or student group that has actively engaged in building a diverse, equitable, and inclusive community in the Faculty of Engineering. Recipients will receive a plaque and monetary award from an endowment generously contributed by Preston Phipps.

The **WSP Equity and Diversity Award** will be used to support the E-IDEA initiative and will recognize the contribution and commitment of an undergraduate or graduate student or student group who works towards building a diverse, equitable, and inclusive community in the Faculty of Engineering. Recipients will be selected on an annual basis and receive a plaque and monetary award.

### Eligibility Requirements:

Nominated individuals must:

- Be registered as a full-time student in the term in which they are nominated. **Only students registered in the Faculty of Engineering will be considered.**

For student groups, they must:

- Be recognized by EUS, PGSS or SSMU as an official McGill-affiliated group
- At least 75% of group members must be students registered in the Faculty of Engineering

**Criteria:** A student or student group must have a commitment and demonstrated leadership in the area of equity, diversity, and inclusion. This includes, but is not limited to:

- Building a pipeline and recruiting underrepresented populations into the Faculty of Engineering
- Work on supporting and retaining underrepresented populations in their academic program
- Increasing the diversity of the workforce
- Involvement in student organizations
- Participation on committees (student committees and university committees)
- Organization of special events, conferences, etc.
- Involvement in advocacy groups
- Involvement in volunteer organizations, within the campus setting and/or in the general community.

Also, for these awards, commitment is defined as demonstrating values of diversity, equity and inclusion in learning, outreach, and/or community engagement. Examples include:

- A student who works towards creating an environment where all people feel welcome through their studies, extra-curricular activities or personal life.
- An ongoing event or series of events that helps students from an under-represented group feel welcome and included
- A tool or practice that increases accessibility for people who experience barriers, e.g., mental, learning, physical, social, cultural, etc.
- Adapting or changing procedures, policies or practices to make them fair or more inclusive

**Nomination Procedure:** Any student, faculty member or staff person registered in or working in the Faculty of Engineering may submit a nomination. Nominations should include:

For individuals:

- Completed nomination form
- Two (2) letters of support
- CV

For groups:

- Completed nomination form
- Two (2) letters of support

**Deadline:** Nominations for the 2020 Summer & Fall semesters must be emailed to Rosie Russo-Pinzarrone at [rosaria.russo@mcgill.ca](mailto:rosaria.russo@mcgill.ca), by Friday, February 26<sup>th</sup>, 2021, by 4:00 p.m.

**Adjudication:**

A Sub-Committee of the Engineering Committee on Faculty Awards will review and evaluate nominations and then make recommendations to the main committee. This sub-committee will be composed of:

- Associate Dean, Faculty Affairs (Chair of Sub-Committee)
- 1 student representative
- 1 representative of the McGill Engineering Student Centre (MESC)
- 2 Faculty Equity Ambassadors

The Engineering Committee on Faculty Awards, chaired by the Dean or his/her representative, makes the final decision as to whether or not to give an award and to whom it is to be given. If a member of the Sub-Committee is nominated for an award, they will be recused from the process and a replacement member will be nominated by the Dean, if necessary.