

# President’s Award Nomination Form

Thank you for completing this form nominating an individual for a President’s Award from the University of Bath.

**Please note that the Honorary Degrees Committee will not be able to accept nomination forms where contact details for the nominee are unknown, so please ensure that a contact email address (with telephone number and address details where possible) is included prior to submission.**

## Section 1 – Nominee details

*Please type in the space after each question.*

Full name of nominee:

Title:

Qualifications:

Current position:

Past position(s):

Contact email address (mandatory):

Contact address and telephone number:

Nominee’s current relationship with the University:

Weblink for a public biography of the nominee (if applicable):

## Section 2 – Your details

*Please type in the space after each question.*

Full name of proposer:

Title:

University staff/University student/Other *[delete as applicable]*

If Other, please specify:

Department or address:

Contact email and telephone number:

Relationship to the nominee:

Signature:

Date:

Full name of seconder:

Title:

Department or address:

Contact email and telephone number:

Signature:

Date:

Endorsements from staff in other departments

*Please complete to evidence support from across the University.*

Name(s):

Signature(s):

Date:

## Section 3 – The case for an award

*Please refer to the accompanying* [*guidance notes in Section 7*](#_Guidance_Notes_for) *before completing this section. These give clear guidelines regarding the criteria and additional evidence to support your nomination.*

### President’s Awards Criteria

1. The University of Bath President’s Award is a mark of distinction conferred upon individuals who have made a sustained or distinctive contribution to the University, the city of Bath or the region in a way which reflects our objects as defined in our Royal Charter and enduring values.
2. Recipients will serve as role models for the University community through their exceptional contribution or achievement in any field aligned to the University which has had a significant impact on other people’s lives whether locally, nationally or internationally.
3. Their behaviour, example or achievement will inspire others and encourage the determination and discipline to achieve, even against setbacks or difficulties.
4. Awards should reflect the values of the University.
5. Awards should recognise the importance of Equality, Diversity and Inclusivity.

A President's Award will not normally be awarded for work that has already been recognised by the University, e.g. through the award of an Honorary Degree, so please ensure that your case for this award is markedly different from the case for any previous award.

1. **In no more than 100 words, please summarise the reason why you are nominating this individual for a President’s Award, with reference to the above criteria.**

*Please type in the space, below.*

1. **Please give further information to support your nomination and the mutual value of such an award to both the recipient and the University. It is helpful to the Committee’s discussions if you include with the case an up-to-date biographic summary or resumé of the nominee.**

*Please type in the space, below.*

[ ]  **Please tick this box to confirm that you are not aware of any information relating to the nominee’s background which might cause a potential reputational risk to the University in associating with this individual.**

*(If you are unsure, please contact the* *Governance Team* *for guidance)*

## Section 4 – Conferment of the award

**President’s Awards will mostly be conferred at a dedicated celebratory event; however, they can also be conferred at any suitable event during the academic year if appropriate. The choice of occasion should be guided by the basis on which the nomination was made. Please indicate below preferences for scheduling and whether you are aware of a suitable event that is linked with the recipient.**

*Please type in the space, below.*

## Section 5 – Future relationship with the nominee

**Please indicate whether a relationship between the University and the nominee might be developed in future years. *(Please note: this does not influence the Committee’s decision to recommend an award.)***

*Please type in the space, below.*

## Section 6 – The award process and strict confidentiality

All nominations will be considered by the [Honorary Degrees Committee](https://www.bath.ac.uk/teams/honorary-degrees-committee/) at their next meeting. The Committee meets two times per year.

The Committee’s business is conducted in **strict confidence**. The proposer of a nomination should not, therefore, contact the nominee in advance of submitting a case. If the Committee considers the nominee to be worthy of a President’s Award, due diligence checks will be undertaken to ensure that associating with the nominee does not pose a risk to the University’s reputation. Once checks have been completed and cleared by the Chair of the Committee, the recommendation will go forward to the University Council. Once Council approves the award, the Vice-Chancellor will write to the nominee inviting them to accept the award.

By completing this form, you agree to the University holding and using the personal data that you provide for any purposes related to the administration of our President’s Award Scheme. If the nominee’s personal details are not already in the public domain and/or you have any reason to doubt that they would want their details to be provided, please speak to the Governance Team. This information will be kept securely in accordance with the University’s Data Protection Policy and retained in line with our prescribed [retention period](https://www.bath.ac.uk/corporate-information/records-retention-schedule/) for Honorary Degrees Committee papers which is currently the end of the current academic year +6 years.

Please send completed forms to the Governance Team. We will get in touch with an update regarding your nomination following the next meeting of the Honorary Degrees Committee. In the meantime, should you have any queries, please contact us.

Many thanks for taking the time to put forward this nomination.

## Section 7 - Guidance Notes

These guidance notes aim to help you complete Section 3 of the nomination form, titled ‘The case for an award.’

## In no more than 100 words, please summarise the reason why you are nominating this individual for a President’s Award, with reference to the above criteria.

Further guidance regarding each criterion follows:

1. **The University of Bath President’s Award is a mark of distinction conferred upon individuals who have made a sustained or distinctive contribution to the University, the city of Bath or the region in a way which reflects our objects as defined in our Royal Charter and enduring values.**

As stated in the [Charter of the University of Bath](https://www.bath.ac.uk/publications/charter-of-the-university-of-bath/attachments/charter-of-the-university-of-bath.pdf), *‘2. The objects of the University shall be to advance learning and knowledge by teaching and research, particularly in science and technology, and in close association with industry and commerce.’*

The University’s Royal Charter also states that we were founded as *‘a University within the City of Bath in Our County of Somerset for the advancement of knowledge, the dissemination and extension of sciences and arts, the provision of technological, liberal and professional education and for the furtherance of the objects for which the College was incorporated’*.

The focus on awarding local contributions through the President’s Awards allows the University to strengthen its founding purpose.

Nominations are encouraged for any contribution to the University, City or region which is not necessarily academic in nature.

1. **Recipients will serve as role models for the University community through their exceptional contribution or achievement in any field aligned to the University which has had a significant impact on other people’s lives whether locally, nationally or internationally.**
2. **Their behaviour, example or achievement will inspire others and encourage the determination and discipline to achieve, even against setbacks or difficulties.**

These awards allow the University to recognise what it means to be a role model for young people and a well-rounded individual in the modern world. Contributions and achievements can be wide ranging. The awards recognise individuals outside of the immediate community who have had an impact locally, as well as members of the University community who have had an impact on a national or international level. For example, the achievements of alumni whose work is not necessarily geographically local to the University.

Before submitting your nomination for a President’s Award, you may wish to consider the other awards that are bestowed by the University, as follows:

* [Honorary Doctorate Degrees](https://www.bath.ac.uk/guides/submit-a-nomination-for-an-honorary-doctorate-degree/) are academic awards celebrating excellence in thought-leadership and the resulting impact, in a field that is recognised nationally or internationally.
* [Honorary Master’s Degrees](https://www.bath.ac.uk/guides/submit-a-nomination-for-an-honorary-masters-degree/) are academic awards celebrating University staff who have made exceptional and direct contributions to the life of the University community, as perceived by its community.
1. **Awards should reflect the values of the University.**
* delivering quality and excellence, whilst being quick to listen and learn
* nurturing high aspirations, for the benefit of all
* aspiring to the highest standards of scientific, ethical, and professional integrity, whilst supporting the freedom to challenge received wisdom
* supporting a sustainable community and adopting best environmental practice
* fostering inclusion, equality, diversity, and accessibility where the unique value of each individual is recognised as we build a community of trust and care by treating each other with respect
1. **Awards should recognise the importance of Equality, Diversity and Inclusivity.**

The University values, promotes and celebrates inclusion, challenging discrimination and putting equality, diversity and belonging at the heart of everything it does. The University aims to be inclusive, where difference is celebrated, respected and encouraged.

## Please give further information to support your nomination and the mutual value of such an award to both the recipient and the University. It is helpful to the Committee’s discussions if you include with the case an up-to-date biographic summary or resumé of the nominee.

The proposer is invited to capture within the nominee profile a full and complete picture of the individual’s personality and breadth of experience. You are invited to include reflections on the nominee’s wider experience, expertise, motivation and impact. This might, depending on the nominee, include:

* Other interests alongside the achievement that provides the primary case for the award of a President’s Award.
* The qualities and/or history of the private persona that have produced such dedication, determination, sense of purpose and continued learning to achieve the distinction for which they are known.
* Achievements of the individual in the context of the University’s key values, and actions taken to foster and guide the development of young people to achieve these values:
	+ delivering quality and excellence
	+ nurturing high aspirations
	+ supporting freedom to challenge received wisdom
	+ aspiring to the highest standards of scientific and professional integrity
	+ working responsibly and with respect for others
	+ fostering equality, diversity, inclusivity and accessibility
	+ adopting best environmental practice
* Whether there is a record of supporting educational causes.
* List of honours, awards and merits (distinction or service) already held.
* Existing connections with the University and/or positive responses to previous invitations from the University (whether or not they have accepted).
* As appropriate, future collaboration or facilitation of the University’s core objectives: education, research collaborations, local, national and international partnerships, recruitment, placements, new opportunities.