



Appendix
APPROVED
by the Deputy Rector
of Students and Social Affairs of UL
with order No. 1-29/11 on 22.10.2019.

APPROVED
in the General Meeting of the Students' Council of UL
on 16.10.2019., min. No. 1.3/KS-15

The Annual Awards of the Students' Council of the University of Latvia

REGULATION

The regulation of the Annual Awards of the Students' Council of the University of Latvia (hereinafter – the Regulation) states and governs the procedure of how the most outstanding achievements of the students, academic and administration staff members and Students' Councils of the University of Latvia (hereinafter – UL) are nominated, approved and awarded.

I. General Rules

1. The aim of The Annual Awards of the Students' Council of UL (hereinafter – the Annual Awards) is to review the events of the past year and to honour the most outstanding achievements of the students, academic and administration staff members, Students' Councils of UL, as well as to evaluate the performance of the Students' Council of UL (hereinafter – SC UL) and Faculty Students' Councils in one year's time.
2. The Annual Awards are organized by SC UL.
3. The deadline for proposing the nominees of the Annual Awards is decided by the board of SC UL.

II. Nomination

4. The nominees of the Annual Awards are proposed in the following nominations:
 - 4.1. **“Contribution of the Year in Student Representation”** – awarded for working in student representation and promoting its development while completing tasks that influence the quality of studies in UL or at a national level;
 - 4.2. **“Faculty Students' Council of the Year”** – awarded for an active participation in the academic matters of student representation by the Faculty Students' Council while promoting the well-being of students, and organizing cultural, sports, scientific and other events;

- 4.3. **“Dean of the Year”** – awarded to the dean of a faculty who promotes the development of the quality of the study process at the faculty, cooperates with students and actively participates in solving the matters regarding students at the faculty and UL;
- 4.4. **“Academic Staff Member of the Year”** – awarded to a member of the academic staff of UL who uses methods of student-centred learning, innovative means for improving learning outcomes of the curriculum, different teaching methods and practices good communication with their students – all while maintaining competence in their area of research;
- 4.5. **“Contribution of the Year in Academic Life”** – awarded for an act or event that has improved the quality of the study process, promoted the access to a student-centred learning or solved an academic issue at UL’
- 4.6. **“Contribution of the Year in Social Life”** – awarded for an act or event that has improved the study process or the environment at student dormitories or improved the well-being of students at UL in any other way;
- 4.7. **“Contribution of the Year in Cultural Life”** – awarded for an act or event that has improved the cultural environment of UL or that has united students at a specific faculty or UL altogether;
- 4.8. **“Innovation of the Year”** – awarded for an innovative idea that has been carried out, the target audience of which are the students, and that has had a positive effect on the academic, social and cultural matters;
- 4.9. **“Mistake of the Year”** – awarded for an unfortunate or bizarre incident or situation, which has appeared in the past year during the fulfilment or non-fulfilment of tasks regarding student representation;
- 4.10. **“Student of the Year”** – awarded to an overachieving student of UL who has carried out their study tasks, communication with their fellow students, as well as extracurricular activities excellently. The average grade of each candidate in the previous academic year is taken into consideration in this nomination;
- 4.11. **“Mentor of the Year”** – awarded to a participant of the Mentor Programme of UL who has offered the most support to the first-year students, promoting their participation in the UL environment;
- 4.12. **“UL Paragon of the Year”** – awarded to a person whose actions have influenced and improved the public image of UL at a national or international level;
- 4.13. **“Growth of the Year”** – awarded to a person or organization who has experienced an outstanding personal growth and development over the year and has improved their competences in one of UL's areas of work;

- 4.14. **“Administration Staff Member of the Year”** – awarded to a member of the administration staff of UL who has shown support for students in the past year, encouraged their initiatives, while investing in academic, social and cultural matters;
 - 4.15. **“Alumnus of the Year”** – awarded to an alumnus of SC UL or a Faculty Students’ Council who has actively participated in the student representation or curricular matters, while showing initiative and offering support to students, thus promoting the development of student representation at UL;
 - 4.16. **“Students’ Ally of the Year”** – awarded to a person or organization which may or may not be connected with UL, who has supported or promoted the activities of students with their work or other acts;
 - 4.17. **“Visual Material of the Year”** – awarded to a person, team or Students’ Council that has created an appealing, engaging, and altogether high-quality visual material for an event or campaign of UL;
 - 4.18. **“SC UL Member of the Year”** – awarded to a person who has been a member of SC UL in the past year but is not a board member, and has actively been involved, helped and participated in working groups, meetings, projects and other events of SC UL;
 - 4.19. **“SC UL Volunteer of the Year”** – awarded to a person who has not been a member of SC UL in the past year but has actively participated in the projects, meetings and working groups of SC UL.
5. Nominees for the Annual Awards can be proposed by Faculty Students’ Councils, students, academic staff and other staff members of UL.
 6. The proposal of a nominee is submitted to the board of SC UL by filling in an electronic form and explaining the suitability for the nominee in the selected nomination of the Annual Awards;
 7. The volume of the proposal in one nominee must not exceed 3000 characters (not including the spaces).

III. Evaluation and Awarding

8. The proposed nominations are evaluated by the Jury Commission of the Annual Awards (hereinafter – the Commission) in the order stated by the Regulation.
9. The Commission consists of two administration staff members of UL, three members of SC UL, and two students who are not members of SC UL and study at different faculties.
10. A person who is a nominee in the Annual Awards or who has participated in the voting of the board of SC UL in some of the nominations is not allowed to become a member of the Commission.
11. The Commission is approved by the board of SC UL after all candidates have been proposed. The Commission elects a chairperson and secretary in their first meeting.
12. The Commission is considered authorized to vote if its meeting is attended by at least half of the members of the Commission. The meetings are closed and recorded.

13. Each nominee proposed for the nominations stated in Clause 4 of this Regulation is reviewed and evaluated in the order stated by the Regulation.
14. While evaluating each nominee:
 - 14.1. not more than 40 points for each nominee are granted by electronic votes, except Sub-Clauses 4.2, 4.14, 4.15, 4.18 and 4.19, when not more than 30 points are granted by electronic votes. Anyone can participate in the electronic voting. The points granted are calculated proportionally according to the number of voters in the specific nomination;
 - 14.2. not more than 60 points are granted for each nominee by the Commission, except Sub-Clauses 4.2, 4.14, 4.15, 4.18 and 4.19, when the Commission can grant 50 points. The Commission takes into consideration the suitability of the nominees for each of the nominations stated in Clause 4.
 - 14.3. not more than 20 points are granted by the board of SC UL in the nominations stated in Sub-Clauses 4.2, 4.14, 4.15, 4.18, 4.19, taking into consideration the suitability of the nominees for each of the nominations stated in Clause 4.
15. The Annual Award is granted to the nominees who have received the most points in the specific nominations. In case there are two or more nominees with the same amount of points in one nomination, the Commission can decide on granting extra points, therefore deciding the winner in the category of the Annual Award.
16. The Annual Awards are bestowed in a festive ceremony, the place, date and time of which is approved by the board of SC UL.

IV. Transition Rules

17. The Regulation can be modified by the suggestion of members or the board of SC UL after the decision of the General Meeting.
18. The approval of this Regulation marks the expiration of the Regulation that was approved by the General Meeting of SC UL on 25.10.2018.