

Arts Colours Nominations Tips & FAQ

Examples

Commendation good nomination:

1st year dedicated

- Attended almost all meetings
- Attend many socials.

2nd year exemplary

- Helped organise society's new charity fundraising event. Responsibilities included x, y and z.
- Attend all meetings and socials.

(Panel would conclude: 1 year of exemplary service. Criteria has been met for a commendation).

Commendation weak nomination:

- worked really hard this season
- well liked
- helped with events

(Panel has little idea of how long this person has been a member and whether they just turned up to events or was actually key in their organisation. Panel would conclude: 1 year of dedicated service, criteria not met for commendation).

Colours good nomination:

1st year exemplary

- Attended almost all meetings and socials.
- Attended 3 volunteering events
- Took on a committee position in 1st year they were a member. Made huge effort to meet needs of members and motivate others.

2nd year exemplary

- Attended almost all meetings and socials.
- Key motivator of other team members and highly respected
- Went beyond that expected of a regular member: volunteered to lead in projects when the appointed leader didn't turn up.

(Panel concludes: 2 years exemplary. Criteria for colours met.)

Colours weak nomination:

- 2 years exemplary service.
- Society would not have done so well without them.
- Helped at charity events.

(Panel concludes: 2 years exemplary only stated. No good supporting examples. Unclear when they helped at charity events. Was it both years? Unclear what role they had at charity events. May have just turned up. Can only conclude 1 years dedicated at

best. Criteria not met for any colours awards).

Centenary good example:

1st year exemplary

- Very dedicated to volunteering events: attended all 5. Had lots of enthusiasm.
- Quickly become key player for society's activities.

2nd year exemplary

- Treasurer: successfully attained £1000 sponsorship, continuing support from the same company as last year.
- Makes themselves available for all society's events. Turns up without fail to all meetings

3rd year exemplary

- President: led society to successful year organising many events and fundraising activities.
- Organised entry into events and activities the society had not participated before, diversifying activities for members.

(Panel concludes: 3 years exemplary. Criteria for Centenary met).

Centenary weak nomination:

- Vice President: organised new alumni dinner event at the first year and the same at the second year. Attracted 20 alumni and helped improve alumni-current society member relations.

(Panel concludes: 2 years exemplary. No mention of a 3rd year of exemplary service. Criteria meets that for colours, not centenary. Colours awarded).

Tips

- Do not assume the panel will know the meaning behind acronyms, terms specific to particular events related to the Society.
- Assume the panel do not know the first thing about the person or society you are nominating. A lot of the time they don't! Additionally, panel members and the supervising staff member cannot contribute information additional to that on the nomination as this would give certain societies and individuals an advantage over others.
- Consider the criteria carefully. Address each of the requirements stated with bullet points.
- While addressing the criteria make it clear what year or for how long the society/individual did something.
- Check the Arts Roll of Honor from the previous years so that you don't nominate someone for colours they have already received.
- Mentioning volunteering or new developments by an individual for a society is a

good way to push beyond dedicated service to exemplary service.

- If in doubt about the level of award an individual qualifies for, nominate them for a higher award.
- Include supportive examples of activities at each nomination and try to be specific in the details provided avoiding general comments.

FAQ

Q. Do I have to be a committee member or President to make nominations?

A. No. Any UCLU society member can submit nominations.

Q. Is it impressive to have more than one nomination for a society or individual?

A. It is much better to have one nomination that thoroughly addresses the criteria for an award than several that are of medium to poor quality.

Q. Can freshers qualify for Colours awards?

A. Yes. If they have only been a participating member for one year, provided they have gone above and beyond that expected of a regular member (e.g. taken on a committee position, dedicated participation at volunteering events, responsible for developments or innovations etc.) they would have contributed 1 years exemplary service, qualifying them for at least a Commendation.

Q. Can achievements and/or contributions by one student for/to more than one society count towards one award?

A. Yes.

Q. Can students nominate themselves?

A. Yes.

Q. If in doubt about the level of award a person qualifies for, what award should I nominate them for?

A. Nominate them for the highest award you think they could qualify for. If they do not meet the criteria for that award, the Colours panel will award them a lower award or no award.

Q. How many people or societies can I nominate for an award?

A. There is no limit to the number of people or societies you can nominate.

Q. Can I nominate people not in my society or societies that I am not a member of?

A. Yes.

Q. I am exceeding the word limit in the comments box. Can I submit another

nomination with more information?

A. No. The purpose of the word limit is to make nominations as succinct as possible. If you are reaching the word limit, consider the key points you wish to make and edit accordingly until you are within it.

Q. If a society is nominated for more than one award, will information be drawn from all the nominations?

A. No. The panel can only consider nominations on an award by award basis. So if a particular society is nominated for Volunteering Society of the Year and Overall Society of the Year, the panel have to consider the society's nominations for each award separately and not draw the information together. This prevents societies getting an advantage if they nominate themselves for more than one award rather than just one (i.e. having 400 words contribute towards one award rather than the 200 limit per nomination).

Q. If an individual is nominated for more than one award, will information be drawn from all the nominations?

A. Yes, when considering nominations for Commendation, Colours and Centenary Colours because individuals can only be awarded one tier of colours per year. No, for all other individual awards, e.g. Arts personality of the Year and Honorary Life Membership.