

Competition and Awards Committee Guidelines and Responsibilities

Approved 2009-2010

Competition Requirements and Judging Criteria

The purpose of these competitions is to cause students to reflect on the role of their SGA within the school and community, with an eye toward preparing future SGA members to continue their work. Successful entries will demonstrate the importance of the interaction of various student groups of their college toward common goals.

Each submission must be submitted to the Host School at the Registration Table before 10:00 a.m., the Friday of convention. The name of the college and the **type of entry** should be indicated on each entry. Students must do all competition entries. No professional work will be permitted! It is imperative that all submissions fall within the guidelines of each category, as failure to do so will result in disqualification for each entry. *All paper entries from a college must also be accompanied by a CD.*

The Awards Committee is composed of at least three members from each region. The Region President make ask for volunteers from their region to sit on the Awards Committee or may appoint members as needed. The Awards Committee will only judge the entries on the items covered within the approved guidelines. Deviation from these rules is not allowed.

The following awards will be presented for each category:

1st place - Plaque

2nd place - Certificate

3rd place - Certificate

Honorable Mention - Certificate

The first place Media and Song will be played for the General Assembly if equipment is available and as time allows.

Student of the Year Award:

The TJCSGA Student of the Year will be selected at the State Convention by the TJCSGA Awards Committee from nominees put forth by each Regional Association. One Student of the Year will be selected. **Each member college may submit one nomination, and each Region will consider the nominations and select one nominee from that Region to represent them at the State Convention.**

Nominees for this position should exemplify the best attributes of a college student, including academic excellence and active involvement at the college, region, and state level. Only information pertaining to the last academic year will be considered for this position. Therefore, it is necessary that each region select a candidate who will be attending the state convention.

Nominations must supply one original and six copies of a maximum of eight pages (not including cover page and letters of support). Completed nominations are due to the Awards Committee no later than 10 a.m. on the Friday of convention. Each entry must have the Region President, Region President School, and the Representative signatures on the nomination sheet.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. Entries must no longer than 8 pages in length not including the cover page and letters of support.
2. Entries must be typed, double-spaced, 12 point font and only 8.5"x 11" paper.
3. Six copies will be given to the chair of the Awards Committee, including the original for a total of seven. The advisor of the Awards Committee will be responsible for the original. After the Awards Committee report, submissions will be made available to with score sheets for colleges to pick up.
4. Judging criteria will be as follows:
 - *Student's involvement in the past year in local community service projects.*
 - *Student's academic honors or awards given within the last academic year.*
 - *Student's memberships in honor programs or internships held in the last academic year.*
 - *Student's involvement in local, regional and state SGA events.*
 - *Student's life outside of college.*

Disqualifications include:

1. *Submittal of fraudulent information.*
2. *Entry packet exceeds 8 pages in length not including cover sheet and letters of support.*
3. *Violations of the TJCSGA Judicial Policy while at convention.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Chapter of the Year Award:

Each Region may nominate one member college to be considered for TJCSGA Chapter of the Year. Nominations should describe in detail the particular contributions of the nominated chapter, with an emphasis on how that chapter has impacted their individual members, their school, their community, and their state in the past year.

Nominations should be submitted by the chapter desiring recognition along with a letter of support from the Region Executive Board. Nominations must supply one original and six copies of a maximum of twenty pages (not including cover page and letters of support). Completed nominations are due to the Awards Committee no later than 10 a.m. on the Friday of convention. Each entry must have the Region President, Region President School, and the Representative signatures on the nomination sheet.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. Entries must no longer than 20 pages in length not including the cover sheet and letters of support.
2. Entries must be typed, double-spaced, 12 point font and using 8.5"x 11" paper.
3. Six copies will be given to the chair of the Awards Committee, including the original for a total of seven. The advisor of the Awards Committee will be responsible for the original. After the Awards Committee report, submissions will be made available to with score sheets for colleges to pick up.
4. Judging criteria will be as follows:
 - *College involvement in other local college activities.*
 - *College involvement in the past year in local community service projects.*
 - *College involvement in their regional organizations.*
 - *College involvement with TJCSGA activities.*

Disqualifications include:

1. *Submittal of fraudulent information.*
2. *Entry packet exceeds 20 pages in length not including the cover sheet and letters of support.*
3. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

The Joel Franke Memorial Advisor of the Year Award:

This award is named in memoriam for Joel Franke, who served as an advisor to TJCSGA from Blinn College-Brenham from 1986 to 1995. During his tenure, Mr. Franke worked tirelessly to promote student issues at the state, region, college and local levels.

Each Region may nominate one college member to be considered for TJCSGA Advisor of the Year. Nominations should describe in detail the particular contributions of the nominated advisor, with an emphasis on how that advisor has impacted their individual members, their school, their community, and their state.

Nominations should be submitted by the college nominating the advisor along with a letter of support from the Region Executive Board. Nominations must supply one original and six copies of a maximum of ten pages (not including cover page and letters of support). Completed nominations are due to the Awards Committee no later than 10 a.m. on the Friday of convention. Each entry must have Region President, Region President School, and the Representative signatures on the nomination sheet.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification. .

1. Entries must no longer than 10 pages in length not including the cover sheet and letters of support.
2. Entries must be typed, double-spaced, 12 point font using 8.5"x 11" paper.
3. Six copies will be given to the chair of the Awards Committee, including the original for a total of seven. The advisor of the Awards Committee will be responsible for the original. After the Awards Committee report, submissions will be made available to with score sheets for colleges to pick up.
4. Judging criteria will be as follows:
 - *Advisor's role in their local SGA.*
 - *Advisor's role in their regional SGA groups.*
 - *Advisor's role in Texas Junior College Student Government Association.*
 - *Advisor's role in community events not associated with SGA.*

Disqualifications for this award include:

1. *Submittal of fraudulent information.*
2. *Entry packet exceeds 10 pages in length not including cover sheet and letters of support.*
3. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Video Award:

The video entry covers the year your SGA has experienced from the last convention until submission. The video should show how your local SGA embraced the TJCSGA theme for this year.

You may create your video by computer (i.e., multi-media), or make a slideshow (i.e., series of pictures) but it must be **submitted on a standard DVD**.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. All entries must be submitted on a standard DVD.
2. Entries must be no longer than 10 minutes in length, including dead time.
3. Judging criteria will be as follows:
 - *Use of Theme*
 - *Creativity*
 - *Content*
 - *Appearance*
 - *Live Action*

Disqualifications for this award include:

1. *Not original work (work must be done by students).*
2. *Entry not on standard DVD.*
3. *Longer than 10 minutes in length, including dead time.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Scrapbook Award:

The scrapbook is probably the best way to attract future members of SGA. It is a physical story of your SGA's accomplishments over the past year. The range the content should cover is from the end of the previous convention until submission at convention.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. All entries cannot exceed a sum total of 75 inches including height, length and width **unopened**.
2. The book **CANNOT** weigh more than 50lbs.
3. Judging criteria will be as follows:
 - *Use of Theme in scrapbook*
 - *Creativity*
 - *Content*
 - *Organization of scrapbook*
 - *Originality*

Disqualifications include:

1. *Not original work (work must be done by students).*
2. *Weight over 50 lbs.*
3. *Total size larger than a sum of 75 inches including height, width and depth **unopened**.*
4. *Failure to submit entry by 10 a.m. on the Friday of convention.*

Essay Award:

Entries into this category should incorporate a variety of activities provided by the Student Government Association of your school and should incorporate policy making of your student government (i.e., how your school has benefited from your student government's actions). This competition encompasses the year your SGA has had, and does not examine one particular event.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. Entries must have continuity and be 500-750 words in length.
2. Entries must be typed, double-spaced, 12 point font and using 8.5"x 11" paper.
3. Six copies will be given to the chair of the award committee, including the original for a total of seven. The advisor of the Award committee will be responsible for the original. After the Awards Committee report, submissions will be made available to with score sheets for colleges to pick up.
4. Judging criteria will be as follows:
 - *Use of Theme in essay*
 - *Creativity*
 - *Content*
 - *Structure*

Disqualifications include:

1. *Not original work (work must be done by students).*
2. *Entries not submitted with 1 original and 6 copies.*
3. *Entries not between 500 – 750 words.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Song Award:

The song entry must be an original piece written by a student at your college. It must make use of the theme and have no more than 3 minutes showing in the time category.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. Entries must be no longer than 3 minutes in length, this includes any “dead air” time.
2. Lyrics and music need to be original work.
3. A typed lyric sheet must be turned in with the entry.
4. The music and lyrics must be original and presented on a high-quality CD. (You may wish to bring an extra copy as a backup.)
5. Judging criteria will be as follows:
 - *Use of Theme*
 - *Creativity*
 - *Content*
 - *Clarity*

Disqualifications include:

1. *Not original work (Lyrics and music must be written by students).*
2. *Typed Lyric Sheet not submitted with 1 original and six copies.*
3. *Length longer than 3 minutes including dead time.*
4. *Not submitted on CD*
5. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Event Award:

The Event competition should illustrate an example of the best event held by the Student Government Association and show how your college has benefited from your student government's actions.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. Entries must be no longer than 300 words in length.
2. Must include supporting documentation such as pictures, newspaper clippings, etc..
3. Entries must be typed, double-spaced, 12 point font and using 8.5"x 11" paper.
4. Six copies will be given to the chair of the Awards Committee, including the original, for a total of 7. The advisor of the Awards Committee will be responsible for the original. After the Awards Committee report, submissions will be made available with score sheets for colleges to pick up.
5. Judging criteria will be as follows:
 - *Creativity*
 - *Content*
 - *Structure*
 - *Originality*
 - *Impact on community or college*

Disqualifications include:

1. *Not original work (must be written by students).*
2. *Entries not submitted with 1 original and 6 copies.*
3. *Entries over 300 words.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Community Service Award:

The Community Service Award is given to the college that has preformed the greatest service to their community within the last academic year. SGA's are encouraged to give back to the communities that have helped them attend their college.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. Entries must be no longer than 300 words in length.
2. Must include support documentation.
3. Entries must be typed, double-spaced, 12 point font and using 8.5"x 11" paper.
4. Six copies will be given to the chair of the Awards Committee, including the original for a total of 7. The advisor of the Awards Committee will be responsible for the original. After the Awards Committee report, submissions will be made available with score sheets for colleges to pick up.
5. Judging criteria will be as follows:
 - *Creativity*
 - *Content*
 - *Structure*
 - *Originality*
 - *Impact on community or college*

Disqualifications include:

1. *Not original work (must be written by students).*
2. *Entries not submitted with 1 original and 6 copies.*
3. *Entries over 300 words.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Poetry Award:

The poetry entry must be an original piece or work written by a student at your college. It must make use of the state theme and be no longer than 300 words.

The following requirements have been stipulated for this competition. Failure to abide by these rules will result in disqualification.

1. Entries must be no longer than 300 words in length.
2. Poetry must be original work and have an originality statement.
3. Entries must be typed, double-spaced, 12 point font and using 8.5"x 11" paper.
4. Six copies and one original must be submitted.
5. Judging criteria will be as follows:
 - *Use of State Theme*
 - *Creativity*
 - *Content*
 - *Clarity*

Disqualifications include:

1. *Not original work (must be written by students).*
2. *Not submitted with 1 original and 6 copies.*
3. *Length longer than 300 words.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Other Awards:

Most Professional Award:

The most professional college will receive a plaque. This award will be based on interaction at the state conference, ability to meet dress code guidelines, and to abide by the Judicial Policy. Each region shall nominate one college (may be from their own region or from another). Each college will vote on the Most Professional College at the same time as voting for State Officers.

Sweepstakes Award:

Entries in the Media, Song, Event, Essay and Poetry competitions will be eligible for the TJCSGA Sweepstakes Award. Each entry will be awarded a minimum of 1 point for being submitted with disqualifications receiving no points. The following formula will be used for determining the Sweepstakes winner:

0 points-Non-entry and Disqualification

1 point-Submission

2 points-Third Place

3 points-Second Place

4 points-First Place

AWARDS COMMITTEE GUIDELINES AND RESPONSIBILITIES

The Regional President will ask for volunteers or appoint members for the Awards Committee. These members will be required to attend the Awards Committee Orientation on Thursday of the state convention.

As members of the Awards Committee you are charged with examining each entry that was submitted by the members of TJCSGA. They represent countless hours of work and thought. Your consideration of these entries is of the highest importance. The first order of business will be to select the chair of the committee. Once done, the chair's advisor will serve as ex-officio Advisor of the committee, insuring that all of the guidelines are followed. If you have any questions, please ask the ex-state Advisor.

It is your responsibility to thoughtfully consider the merits of each item and not rush through them to be finished with the committee. Also, every entry has been completed to the best of the ability of the member colleges. When disqualifications occur, it is the responsibility of the Awards Committee to return the score card with the item and the reason for disqualification written on it. It is very frustrating when an item is disqualified, but no reason is given. It is your job to show where the entry was lacking so that the college can be aware of it the next time.

Also, you must remain within the guidelines of the Competition Packet as to how each entry is graded. Please review the score sheets and discuss any questions with the committee so that all members will grade according to the same ideas.

Each member of the Awards Committee will be presented with a packet of score cards to rate each entry. If you need more please have the advisor of the committee contact a member of the State Executive Board.

Thank you for your service. The members of the Executive Board are grateful for your service in this most demanding of committees.

***Student of the Year Award
Score Card***

College Name _____

Student Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Local Involvement in SGA	50	
Regional Involvement in SGA	15	
State Involvement in SGA	5	
Honors and Internships	10	
Other clubs and organizations	10	
Other duties while in college (Jobs, family, community service, etc)	10	
<i>Total Points</i>	100	

Length of Submission: _____

Disqualifications include:

1. *Submittal of fraudulent information.*
2. *Entry packet exceeds 8 pages in length not including cover sheet and letters of support.*
3. *Violations of the TJCSGA Judicial Policy while at convention.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Chapter of the Year Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
SGA College Activities	40	
SGA Local Community Service	35	
SGA Regional Activities	20	
SGA State Activities	5	
Total Points	100	

Length of Submission: _____

Disqualifications include:

1. *Submittal of fraudulent information*
2. *Entry packet exceeds 20 pages in length not including cover sheet and letters of support.*
3. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Joel Franke Memorial Advisor of the Year Award
Score Card**

College Name _____

Advisor Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Advisor's Role in local SGA	50	
Advisor's Role in community	25	
Advisor's Role in Regional SGAs	15	
Advisor's Role in TJCSGA	10	
<i>Total Points</i>	100	

Length of Submission: _____

Disqualifications include:

1. *Submittal of fraudulent information.*
2. *Entry packet exceeds 10 pages in length.*
3. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Video Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Use of TJCSGA State Theme	25 points	
Creativity	20 points	
Content	20 points	
Appearance	20 points	
Live motion	15 points	
Total Points	100 points	

Time on DVD _____

Disqualifications include:

1. *Not original work (work must be done by students).*
2. *Entry not on a standard DVD.*
3. *Longer than 10 minutes in length, including dead time.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Scrapbook Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Use of the TJCSGA State Theme	25 points	
Creativity of Scrapbook	20 points	
Organization of Scrapbook	20 points	
Contents of Scrapbook	20 points	
Originality	15 points	
Total Points	100 points	

Weight of submission _____

Total size of submission _____

Disqualifications include:

1. *Not original work (work must be done by students).*
2. *Weight over 50 lbs.*
3. *Total size larger than a sum of 75 inches including height, width and depth **unopened.***
4. *Failure to submit entry by 10 a.m. on the Friday of convention.*

Comments: _____

**Essay Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Use of TJCSGA Theme	25	
Creativity of Essay	25	
Content of Essay	25	
Structure of Essay	25	
Total Points	100	

Length of Submission: _____

Disqualifications include:

1. *Not original work (work must be done by students).*
2. *Entries not submitted with 1 original and 6 copies.*
3. *Entries not between 500 – 750 words.*
4. *Entries not typed, double-spaced, 12 point font and using the front side only of 8.5" X 11" paper.*
5. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Song Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Use of state theme	25	
Creativity	20	
Clarity	20	
Contents/Lyrics	20	
Quality of Performance	15	
Total Points	100	

Length of Submission: _____

Disqualifications include:

1. *Not original work (Lyrics and music must be written by students)*
2. *Typed Lyric Sheet not submitted with 1 original and six copies.*
3. *Length longer than 3 minutes including dead time.*
4. *Not submitted on CD*
5. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Event Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Creativity	20	
Content	20	
Structure	20	
Originality	20	
Impact on college or community	20	
Total Points	100	

Length of Submission: _____

Disqualifications include:

1. *Not original work (must be written by students).*
2. *Entries not submitted with 1 original and 6 copies.*
3. *Entries over 300 words.*
4. *Entries not typed, double-spaced, 12 point font and using the front side only of 8.5" X 11" paper.*
5. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Community Service Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Creativity	20	
Content	20	
Structure	20	
Originality	20	
Impact on community	20	
Total Points	100	

Length of Submission: _____

Disqualifications include:

1. *Not original work (must be written by students).*
2. *Entries not submitted with 1 original and 6 copies.*
3. *Entries over 300 words.*
4. *Entries not typed, double-spaced, 12 point font and using the front side only of 8.5" X 11" paper.*
5. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

**Poetry Award
Score Card**

College Name _____

Region _____

<i>Judging Criteria</i>	<i>Maximum Points</i>	<i>Points Awarded</i>
Use of state theme	25	
Creativity	25	
Content	25	
Clarity	25	
Total Points	100	

Length of Submission: _____

Disqualifications include:

1. *Not original work (must be written by students).*
2. *Not submitted with 1 original and 6 copies.*
3. *Length longer than 300 words.*
4. *Failure to submit paperwork by 10 a.m. on the Friday of convention.*

Comments: _____

