



## MEMORANDUM

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**DATE:** March 14, 2011

**TO:** MCC Faculty and Staff

**FROM:** Betty Stewart, Director  
Office of Student Life & Leadership Development

**RE:** **Nominations - John J. Trevisan Co-Curricular Student Leadership Award**

In recognition of the commitment made to the development of student leaders by John J. Trevisan, past director of MCC Student Activities, an annual Co-Curricular Student Leadership Award has been established in his name. The award will be presented to two students, one from the Brighton Campus and one from the Damon Campus, who best exemplify leadership qualities through their involvement in the co-curricular program.

A nomination form is attached along with an information sheet describing the Award. Nominations are being accepted until Friday, April 15, 2011.

If you would like to contribute to the John J. Trevisan Award Fund, checks should be made payable to the MCC Foundation and sent to the Brighton Campus Office of Student Life & Leadership Development, 3-126 (please note on the check that it is for the "John J. Trevisan Award Fund").

Thank you for your assistance in helping us recognize Monroe Community College's outstanding student leaders.

Feel free to call me at extension 2536 if you have any further questions.

## MONROE COMMUNITY COLLEGE

### JOHN J. TREVISAN CO-CURRICULAR STUDENT LEADERSHIP AWARD

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**PURPOSE:** Recognizes two MCC students, one from the Brighton Campus and one from the Damon Campus, who have demonstrated through co-curricular program involvement exemplary leadership skills.

**ELIGIBILITY:** Full or part-time students in good academic (2.25 GPA) and disciplinary standing, who have been actively involved in the co-curricular program at MCC for a minimum of two semesters.

Nominees must be potential graduates or individuals who will be leaving the College upon conclusion of the current academic year.

**CRITERIA:** Students should personify such qualities as:

- Initiative - self-motivated
- Creativity
- Commitment to College
- Cooperativeness
- Strong Interpersonal Skills
- Congeniality
- Tolerance
- Goal-oriented
- Citizenship and trustworthiness

**SELECTION:** Award Selection Committees on each campus will choose the award recipients. Recipients will be chosen each year from nominations received from any full or part-time member of the MCC faculty, staff, or administration.

Nominations must be typed and submitted (on the John J. Trevisan Co-Curricular Student Leadership Award nomination form) to the Brighton Campus Office of Student Life & Leadership Development or the Damon Campus Center Office no later than Friday, April 15, 2011.

**AWARD:** The individuals selected will be recognized on May 20, 2011 at the Annual Student Awards Banquet and presented with a plaque and \$200 cash.

**MONROE COMMUNITY COLLEGE**

**JOHN J. TREVISAN CO-CURRICULAR STUDENT LEADERSHIP AWARD**

**NOMINATION FORM**  
(Please Type)

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**Nominations due by April 15, 2011**  
**Brighton Campus Office of Student Life & Leadership Development (3-126)**  
**or Damon Campus Center Office (5-251)**

Student's Name: \_\_\_\_\_ Course of Study: \_\_\_\_\_

Co-curricular Involvement: (Athletics, Club/Organization, Intramural, Media, Program Board, Student Government, etc. - List group, position, semester.) Example: Chemistry Club - President - Fall/Spring 2010/2011.

	<u>Group</u>	<u>Position</u>	<u>Semester</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

On the left, you will find those attributes of leadership which characterize both John Trevisan and the award recipient. The selection committee would appreciate it if you would provide illustrations to the right of each attribute explaining how the nominee qualifies. You don't necessarily have to have a comment for each quality. Thank you for your assistance.

Initiative - Self-Motivated \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Creativity \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Commitment to College \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cooperativeness \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Strong Interpersonal Skills \_\_\_\_\_

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Congeniality \_\_\_\_\_

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Tolerance \_\_\_\_\_

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Goal-Oriented \_\_\_\_\_

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Citizenship and Trustworthiness \_\_\_\_\_

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Additional Comments:

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\_\_\_\_\_ Date

\_\_\_\_\_ Nominator's Signature

\_\_\_\_\_ Position

**GPA** \_\_\_\_\_

**To be filled in by Office of Student Life  
and Leadership Development**