

VERMONT TECH

Manual of Policy and Procedures

<i>Title:</i> Student Engineering Technician and Engineer of the Year	<i>Number:</i> T 301	<i>Page(s):</i> 3
	<i>Date:</i> August 8, 2018	

PURPOSE

In conjunction with National Engineers' Week, it is the practice of Vermont Technical College to recognize one sophomore-level associate or bachelor degree student from an Engineering Technology or Engineering program as the College's Student Engineering Technician and one graduating baccalaureate student from an Engineering Technology or Engineering program as the Engineer of the Year. These individuals will have their names submitted to the Vermont State National Engineers' Week Committee by the Academic Dean, or designee, for such recognition as deemed appropriate by that Committee. They will also be recognized at Honors Convocation and have their names engraved on a permanent plaque.

For the purposes of this Policy, the sophomore-level student must be enrolled in an Engineering Technology or Engineering program with an official current associate degree listed as AE.XXX, AS.XXX or AAS.XXX or in a bachelor degree (BS.XXX) in one of the Engineering Technology or Engineering programs. The graduating baccalaureate student's official degree program must be listed as BS.XXX in one of the Engineering Technology or Engineering programs.

Responsibilities:

- The Academic Dean, or designee, is responsible for overall coordination of the selection process and for liaison with the Vermont National Engineers' Week Committee.
- Selection of the College's Student Engineering Technician and Student Engineer of the Year will be made by a selection board appointed by the Academic Dean, or designee, . Those who serve as members of this board will preferably be professionally registered as an architect, engineer or land surveyor and/or hold membership in a professional engineering society. The board will consist of one member from each of the Engineering Technology and Engineering degree-granting departments.
- Board members act in their individual professional capacity and not as advocates for their department's nominees.

PROCEDURES

National Engineers' Week is normally the week that includes February 22, Washington's Birthday. Timing of the following actions is such that final selection of the Student Engineering Technician of the Year must be made and reported to the Vermont National Engineers' Week

Committee well in advance of National Engineers' Week nomination along with information about Engineer's Week activities.

- Engineering Technology and Engineering departments are encouraged to design activities that highlight projects that they are involved with to be able to display them at the Engineer's Week banquet or other venue, if appropriate.
- The Academic Dean, or designee, will request that each department nominate a candidate for the award prior to the end of the fall semester. The Academic Dean, or designee, will then contact the nominees and advise them of their nomination and the process and timeline for completing their nomination and the process along with information about Engineer's Week activities.
- Prior to submitting nominations, the departments may seek input from other departments who have had the student and from the Academic Dean, or designee.
- The Academic Dean, or designee, will compile a packet for each of the selection board members containing biographical information, and possibly a rating sheet and other appropriate information.
- The selection board will interview the nominees, select their choices for the recipients and notify the Academic Dean, or designee, of their selections.
- The Academic Dean, or designee, will notify the honorees as soon as practical and will also notify the nominees who were not chosen. The Dean will also notify the Engineer's Week Committee, the College community and the Director of Marketing and Public Relations who will coordinate publicity.
- The President or a senior administrative staff member of should attend the Engineer's Week banquet. The Academic Dean, or designee, will assist the honorees with all arrangements and attend other activities associated with Engineer's Week with the honorees.

NOTE: Factors to be considered for Nomination and Selection.

- Academic Excellence: related to technical knowledge (not necessarily highest GPA).
- Presence: presents an alert, professional appearance.
- Expresses self well, orally and in written communication.
- Reputation for honesty.
- Student Leadership: shows potential for professional growth. Participation in student chapter of professional society or similar.
- Character and reputation as a member of the campus community.
- Respect for civil laws and campus regulations as shown by societal responsibility. Extracurricular activities (sports, clubs, community, etc.)
- Skills and knowledge for Engineering Technicians: demonstrates applied and practical application of engineering principles; solves well defined technical problems focusing on implementation; more practical than theoretical.
- Skills and knowledge for Engineers: demonstrates ability in analysis and solution of engineering problems; solves both well defined and broadly scoped technical problems through design and planning; uses research and theory in problem solving.

- Other factors the selection board considers pertinent.

POLICY MODIFICATION HISTORY

I. The following dates reflect chronological changes made to this policy which are henceforth considered depreciated.

- a) 9/17/1984
- b) 11/3/2003
- c) 7/27/2009
- d) 6/24/2014
- e) 8/8/2018

Signed By:  Patricia Moulton President
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