

COMPETITION GUIDELINES

Updated for AY 2024-2025

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Awards Committee Guidelines and Responsibilities

The Awards Committee shall consist of an equal number of representatives from each region, with up to four (4) members suggested from each region. Each Region President may either request volunteers from their regions or make necessary appointments. Nominees for Advisor of the Year and Student of the Year are not eligible to serve on the Awards Committee. Additionally, the TJCSGA Executive Board may appoint up to twelve (12) external judges unaffiliated with TJCSGA. The TJCSGA President holds final approval authority for appointments.

Members of the Awards Committee are responsible for thoroughly reviewing each assigned submission, which represents significant effort and thought. The first task of the committee is to elect a chair via poll vote at the initial meeting. The executive board will appoint up to two (2) advisors as ex officio members of the committee, who may request additional assistance from the executive board if necessary. The TJCSGA President also serves as an ex officio member of all committees, except the Nominations Committee.

Committee members must carefully evaluate each submission on its own merits, ensuring detailed notes are made on each scorecard to justify the scores given. Submissions should be assessed with consideration of the resources available to member colleges. In cases of disqualification after submission, the committee must reach a consensus and provide justifications on the scorecards.

The committee will be divided into groups (maximum of four), each containing an equal number of regional representatives and external judges.

Fair scoring is essential for maintaining impartiality and accuracy. Each scorer independently evaluates entries, refraining from discussions to avoid influence or bias. By focusing on the merits of each entry against predefined criteria, the principles of fairness and objectivity are upheld. Entries must be assessed individually to ensure equitable treatment. Any questions or issues regarding the scoring process are directed to the advisor present to ensure transparency and quick resolution. This commitment to fair scoring upholds the integrity of the assessment and fosters trust in the results.

Individual score sheets should be turned in immediately after completing them. After scores are submitted, the highest and lowest scores for each submission will be excluded before final tabulation. All scorecards must include the committee's supporting point values.

The TJCSGA Executive Board expresses deep gratitude to the Awards Committee members for their service.

Competition Requirements and Judging Criteria

The purpose of these competitions is to allow the opportunity for students to reflect on the role of their SGA within their 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 in their college toward common goals.

Each submission must be made to the TJCSGA Host School at the registration table no later than 8:00 A.M the second day of the convention. **The name of the college and the type of entry shall be indicated on each item** and a completed Nominations Submission form, if required, will be submitted with each entry. Students must create all competition entries. No professional work will be permitted. All entries must be submitted in legible text. It is imperative that all submissions fall within the guidelines of each category as failure to do so will result in disqualification for that entry. TJCSGA Judicial Policy must not be violated while at the convention.

Each member of the Awards Committee shall be provided with a packet of score cards to rate each entry. The committee will judge each entry solely on the merits prescribed in these guidelines. Deviation from these standards is not allowed. After scores are submitted, both the highest and lowest scores of each submission will be dropped.

The following awards will be presented for each category:

- First Place - Plaque
- Second Place - Certificate
- Third Place - Certificate
- Honorable Mention - to be given at the discretion of the Awards Committee.

The First Place Video and Song will be played for the General Assembly if the equipment is available.

It is the responsibility of the Committee Chair to break a tie vote.

Any discrepancy in the tie breaking vote will be brought to the Judicial Committee for review.

After the Awards Committee report is given and the award are announced, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board. **Schools also have the option to allow other schools to take their extra entries (if desired.)**

Chapter Advisors will be able to retrieve all the score sheets if they are available.

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 shall be selected. Each member college may nominate one student, and each Region will consider the nominations and select one student from that Region to be considered for TJCSGA Student of the Year.

Nominees for this award should exemplify the best attributes of a college student including, but not limited to academic excellence, and involvement at their college, and at the regional level. Only information pertaining to the current academic year will be considered for this award; therefore, it is necessary that each region select a nominee who will be attending the State Convention. Nominees may be requested by the Awards Committee to submit to an interview as the committee designates. Examples of supporting documents could include but are not limited to; a resume, transcript, letters of recommendation, etc.

The first-place winner of the TJCSGA Student of the Year Award will receive a scholarship that shall be paid to the college of their choice.

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

1. Each entry must have a nomination form attached to the original copy.
2. **Each entry should include a cover page that includes the Student's name, campus, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
3. Entries must be no longer than twenty (20) pages in length including all supporting documents, **NOT including the Cover Page or the nomination form.**
4. Entries must be typed on 8.5"x 11" paper and in legible text.
5. Six (6) copies will be submitted in addition to the original for a total of seven (7). The advisor (ex officio Member) of the Awards Committee will be responsible for the original.
6. Submitted information must not be false in any way shape or form or plagiarized from any outside source.
7. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.

Judging criteria will be as follows:

- Student's involvement during the current academic year in local SGA events.
- Student's involvement during the current academic year in regional TJCSGA events.
- Student's academic honors or awards received within the current academic year.
- Student's membership in honor programs or internships held within the current academic year.
- Student's participation in clubs, organizations, and civic involvement other than SGA
- Presentation of student entry (ex: grammar, punctuation, included details, and cover sheet requirements)

Student of the Year Award Score Card

College name:						
Nominee Name:						
Region: (circle)	1	2	3	4	5	6
Length of Submission (Limit 20 surfaces max):			Meets Limit (circle one)		Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
Local Involvement In SGA	35	
Regional Involvement in TJCSGA	15	
Academics, Honors, and Internships	20	
Other Clubs, Organizations, Civic and Community Involvement	15	
Presentation	15	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member:	
Member School:	Region:
Advisor - Ex-Officio Member:	
Advisor School/Region:	

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

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 contributions of the nominated chapter, with an emphasis on how that chapter has impacted their individual members, their school, and their community in the current academic year.

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

1. Each entry must have a nomination form attached to the original copy.
2. **Each entry should include a cover page that includes the campus name, authors names, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
3. Entries must be no longer than twenty (20) pages in length including all supporting documents, **NOT including the Cover Page or the nomination form.**
4. Entries must be typed on 8.5"x 11" paper and in legible text.
5. Six (6) copies will be submitted in addition to the original for a total of seven (7). The advisor (ex officio Member) of the Awards Committee will be responsible for the original. After the Awards Committee report is given, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board. **Schools also have the option to allow other schools to take their extra entries (if desired.)**
6. Submitted information must not be false in any way shape or form or plagiarized from any outside source)
7. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.

Judging criteria will be as follows:

- SGA involvement in the current academic year in other local college activities.
- SGA involvement in the current academic year in local community service projects.
- SGA involvement in their regional TJCSGA organizations.
- Presentation of SGA entry. (including items such as grammar, punctuation, included details, and cover sheet requirements)

Chapter of the Year Award Score Card

College name:						
Nominee Name:						
Region: (circle)	1	2	3	4	5	6
Length of Submission (Limit 20 surfaces max):			Meets Limit (circle one)		Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
SGA College Activities 30	30	
SGA Local Community Service 30	30	
SGA Regional Activities 30	30	
Presentation	10	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member:

Member School: _____ **Region:** _____

Advisor - Ex-Officio Member:

Advisor School/Region: _____

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

The Joel Franke Memorial Advisor of the Year

This award is named in memoriam of Joel Franke, who served as an advisor of 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 local college SGA advisor to be considered for the TJCSGA Advisor of the Year award. Nominations should describe in detail the contributions of the nominated advisor with an emphasis on how that advisor has impacted their individual members, their school, their community, and their state. Of all the awards, this one is the only one to require the entire history of the advisor with TJCSGA, not just the current academic year.

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

1. Each entry must have a nomination form attached to the original copy.
2. **Each entry should include a cover page that includes the campus name, authors names, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
3. Entries must be no longer than ten (10) pages in length including all supporting documents not including Cover Page or nomination form.
4. Entries must be typed on 8.5"x 11" paper and in legible text.
5. Six (6) copies will be submitted in addition to the original for a total of seven (7). The advisor (ex officio Member) of the Awards Committee will be responsible for the original. After the Awards Committee report, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board.
6. Submitted information must not be fraudulent.
7. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.
8. State Title holder must wait a minimum of 3 years before reapplying.

Judging criteria will be as follows:

- Advisor's role in their local SGA.
- Advisor's role in community events not associated with SGA.
- Advisor's role in TJCSGA regional activities.
- Advisor's role in TJCSGA State activities.
- Presentation of Entry.

The Joel Franke Memorial Advisor of the Year Score Card

College name:							
Nominee Name:							
Region: (circle)	1	2	3	4	5	6	
Length of Submission (Limit 10 surfaces max):				Meets Limit (circle one)		Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No					
Reason for disqualification:							

Judging Criteria	Max	Awarded
Advisor Role with Local SGA	35	
Advisor Role within Community	30	
Advisor Role with TJCSGA Regional Activities	15	
Advisor Role with TJCSGA State Activities	10	
Presentation	10	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member:	
Member School:	Region:
Advisor - Ex-Officio Member:	
Advisor School/Region:	

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Region of the Year Award

All entries will be submitted by the region interested. Nominations should describe in detail the contributions of the nominated region, with an emphasis on how that region has impacted their individual members, region, and community in the current academic year.

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

1. Each entry must have the nomination form attached to the original copy.
2. **Each entry should include a cover page that includes the campus name, authors names, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
3. Entries must be no longer than twenty (20) pages in length including all supporting documents
Not including Cover Page
4. Entries must be typed on 8.5”x 11” paper and in legible text.
5. Submitted information must not be fraudulent.
6. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.
7. All social media handles and platforms as well as the website address should be listed on a separate page.

Judging criteria will be as follows:

- Social media presence
- Website Management
- Community involvement
- Integration of state theme
- Regional conferences
- Support of initiatives

The Region of the Year Score Card

Region: (circle)	1	2	3	4	5	6
School/Chapter submitting:						
Length of Submission (Limit 20 surfaces max):				Meets Limit (circle one)	Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
Social Media Presence	15	
Website Management	10	
Community Involvement	25	
Use of theme	25	
Region Conference	15	
Supporting Documents/Presentation	10	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member:

Member School: _____ **Region:** _____

Advisor - Ex-Officio Member:

Advisor School/Region: _____

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Video Award

The video should show how your local SGA embraced the TJCSGA theme for this year.

The following requirements have been stipulated for this competition. These stipulated guidelines have changed. Failure to abide by any of these rules will result in disqualification:

1. Entry must be original work **done by students** of your college. (no news footage, no copyright, etc.)
2. **Entries must be submitted in the following manner.**
 - a. **Page 1 of the entry should include a cover page that includes the campus name, film makers names, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
 - b. Page 2 of the Entry must include a digital link using a QR code or a simple link. Entries must be open for viewing.
3. Entry must be no longer than 6 minutes in length, including dead time.
4. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.

Judging criteria will be as follows:

- Appropriate use of the TJCSGA Theme
- Demonstrated creativity
- Well-organized and appropriate content
- Appearance
- Live-action footage of members of your SGA must be presented in video

Video Award Score Card

Region: (circle)	1	2	3	4	5	6
School/Chapter submitting:						
Length of Submission (Limit 6 minutes max):				Meets Limit (circle one)	Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
Use of TJCSGA state theme	25	
Creativity	20	
Organization and Content	25	
Appearance/Presentation	15	
Live Action	15	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member: _____

Member School: _____ **Region:** _____

Advisor - Ex-Officio Member: _____

Advisor School/Region: _____

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Song Award

Song should show how your local SGA embraced the TJCSGA theme for this year.

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

1. Lyrics and music must be original work written by students of your college. (no parody songs, no sampling)
2. Entries must be no longer than four (4) minutes in length, including dead time.
3. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.
4. **Entries must be submitted in the following manner.**
 - **Page 1 of the entry should include a cover page that includes the campus name, film makers names, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
 - Page 2 of the Entry must include a digital link using a QR code or a simple link. Entries must be open for viewing.
 - Pages 3 and 4 should contain the typed lyrics to the song and sheet music.

Judging criteria will be as follows:

- Appropriate use of TJCSGA theme
- Demonstrated creativity
- Clarity
- Appropriate content (lyrics)
- Quality of performance

Song Award Score Card

Region: (circle)	1	2	3	4	5	6
School/Chapter submitting:						
Length of Submission (Limit 6 minutes max):				Meets Limit (circle one)	Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
Use of TJCSGA state theme	20	
Demonstrated Creativity	20	
Clarity	20	
Appropriate Content/Presentation	20	
Quality of the performance	20	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member: _____

Member School: _____ **Region:** _____

Advisor - Ex-Officio Member: _____

Advisor School/Region: _____

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Essay Award

Entries for this category should incorporate a variety of activities provided by the SGA's of your school and should incorporate actions of your SGA impact on campus. This competition encompasses the year your SGA has had and does not examine any one event.

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

1. The essay must be original work done by students of your college.
2. **The entry must have a cover page that includes the campus name, authors names, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
3. Entries must have continuity and be no more than four (4) pages in length (Not including cover page)
4. Entries must be typed on 8.5"x 11" paper, **and in a 12 pt. Times New Roman font.**
5. Six (6) copies will be submitted in addition to the original for a total of seven (7). The advisor (ex officio Member) of the Awards Committee will be responsible for the original.
6. After the Awards Committee report, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board.
7. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.

Judging criteria will be as follows:

- Appropriate use of TJCSGA theme
- Impact on college campus
- Demonstrated creativity
- Appropriate content
- Use of events held by your college
- Description of events
- Well-organized structure and grammar.

Essay Award Score Card

College Name:						
Author Name:						
Region: (circle)	1	2	3	4	5	6
Length of Submission (Limit 4 surfaces):			Meets Limit (circle one)		Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
Use of TJCSGA state theme	20	
Campus Impact	20	
Creativity	15	
Appropriate Content	15	
Use of Events	10	
Description of Events	10	
Well Organized, Grammar, punctuation, and presentation	10	
Total Points	100	

Justification Notes and Suggestions for Improvement
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Committee Member:	
Member School:	Region:
Advisor - Ex-Officio Member:	
Advisor School/Region:	

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Poetry Award

Poetry should show how your local SGA embraced the TJCSGA theme for this year.

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

- 1. The entry must have a cover page that includes the campus name, authors names, region, and award entry. Points may be deducted if this information is not very clearly indicated on a cover page.**
2. Entries must be no longer than two (2) pages in length (Not including the Cover Page)
3. Poetry **MUST** be original work written by a student(s) at your college.
4. Entries must be typed on 8.5”x 11” paper and in legible text.
5. Six (6) copies will be submitted in addition to the original for a total of seven (7). The advisor (ex officio Member) of the Awards Committee will be responsible for the original.
6. After the Awards Committee report, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board.
7. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.

Judging criteria will be as follows:

- Appropriate use of TJCSGA theme
- Demonstrated creativity
- Structure
- Clarity of message

Poetry Award Score Card

College Name:						
Author Name:						
Title of work:						
Region: (circle)	1	2	3	4	5	6
Length of Submission (Limit 2 surfaces):			Meets Limit (circle one)		Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
Use of TJCSGA state theme	25	
Creativity	30	
Structure	20	
Clarity of Message	25	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member:	
Member School:	Region:
Advisor - Ex-Officio Member:	
Advisor School/Region:	

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Event of the Year Award

Each SGA submitting an entry must choose one event for the Event of the Year Award held by your college's SGA during the current academic year.

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

- 1. The entry must have a cover page that includes the Title of the Event, Campus name, Authors names, Region, and Award entry category. Points may be deducted if this information is not very clearly indicated on a cover page.**
2. Entries must be accompanied by supporting documents (such as photographs, flyers, newspaper articles, etc.).
3. Entries must include a letter verifying that the event that took place, on college letter head written and signed by a college official.
4. Entries must be no longer than ten (10) pages in length, including all supporting documents, not including Cover Page
5. Entries must be typed on 8.5"x 11" paper and in legible text.
6. Six (6) copies will be submitted in addition to the original for a total of seven (7).
7. The advisor (ex officio Member) of the Awards Committee will be responsible for the original. After the Awards Committee report, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board.
8. Submitted information must not be fraudulent.
9. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.

Judging criteria will be as follows:

- Event Impact
- Creativity
- Content clarity
- Supporting documents

Event of the Year Award Score Card

College Name:						
Author Name:						
Title of Event:						
Region: (circle)	1	2	3	4	5	6
Length of Submission (Limit 10 surfaces):			Meets Limit (circle one)		Yes	No
Disqualified (circle one): If yes, explain below.	Yes	No				
Reason for disqualification:						

Judging Criteria	Max	Awarded
Event Impact	25	
Creativity	25	
Content/Clarity/Presentation	25	
Supporting Documents	25	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member:	
Member School:	Region:
Advisor - Ex-Officio Member:	
Advisor School/Region:	

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Community Service Award

Each SGA submitting an entry must choose one project for the Community Service Award organized and supported by your college's SGA during the current academic year.

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

- 1. The entry must have a cover page that includes the Title of the Community Service Activity, Campus name, Authors names, Region, and Award entry category. Points may be deducted if this information is not very clearly indicated on a cover page.**
2. Entries must be accompanied by supporting documents (such as photographs, flyers, newspaper articles, etc.).
3. Entries must be no longer than ten (10) pages in length, including all supporting documents, not including Cover Page
4. Entries must be typed on 8.5"x 11" paper and in legible text.
5. Six (6) copies will be submitted in addition to the original for a total of seven (7). The advisor (ex officio Member) of the Awards Committee will be responsible for the original.
6. After the Awards Committee report, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board.
7. Submitted information must not be fraudulent.
8. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.

Judging criteria will be as follows:

- Community impact
- Creativity
- Content clarity
- Supporting documents

Community Service Award Score Card

College Name:								
Author Name:								
Title of Community Service Activity:								
Region: (circle)	1	2	3	4	5	6		
Length of Submission (Limit 10 surfaces):					Meets Limit (circle one)		Yes	No
Disqualified (circle one): If yes, explain below.			Yes	No				
Reason for disqualification:								

Judging Criteria	Max	Awarded
Community Impact	25	
Creativity	25	
Content/Clarity/Presentation	25	
Supporting Documents	25	
Total Points	100	

Justification Notes and Suggestions for Improvement

Committee Member:

Member School: _____ **Region:** _____

Advisor - Ex-Officio Member: _____

Advisor School/Region: _____

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Scrapbook Award

The scrapbook is a great way to attract future members of SGA. It is a physical story of your SGA's accomplishments over the current academic year. The time frame the content should cover is from the end of the previous convention until submission at the current convention.

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

- 1. The entry must have a separate cover page that includes the Campus name, Authors names, Region, Description of the entry and how it should be properly displayed (a picture would be helpful) and Award entry category. Points may be deducted if this information is not very clearly indicated on a cover page. This page should be separate from the scrapbook and display (if applicable). This page will guarantee that the judges know how your entry should look and should eliminate any measurement questions. (See sample cover page in the appendix.)**
2. Entry must be original work done by students at your college.
3. All entries cannot exceed a total of 75 inches, including height, length, and width, when unopened. For example, height: 30 inches + length: 20 inches + width: 25 inches = 75 inches
4. The total weight of the entry CAN NOT exceed more than 50lbs. This includes any display pieces.
5. Submitted information must not be fraudulent.
6. Entries must be submitted to the registration table no later than 8:00 A.M. on the second day of the convention.
7. After the Awards Committee report, members from each school will be able to retrieve their submissions as designated by the TJCSGA Executive Board.

Judging criteria will be as follows:

- Appropriate use of TJCSGA Theme
- Demonstrated creativity
- Organization of scrapbook
- Appropriate content
- Originality

Scrapbook Award Score Card

College Name:							
Creators Names:							
Description of scrapbook and display							
Region: (circle)	1	2	3	4	5	6	
Length of Submission (Limit 75 inches):					Meets Limit (circle one)	Yes	No
Weight of Submission (limit 50lbs):					Meets Limit (circle one)	Yes	No
Disqualified (circle one): If yes, explain below.			Yes	No			
Reason for disqualification:							

Judging Criteria	Max	Awarded
Creativity	30	
Content	20	
Originality	20	
Organization	10	
Use of TJCSGA Theme	20	
Total Points	100	

Justification Notes and Suggestions for Improvement
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Committee Member:	
Member School:	Region:
Advisor - Ex-Officio Member:	
Advisor School/Region:	

Score entered:	Score Confirmed:	2 nd Advisor Confirmed

Chapter of Excellence Program Award

The TJCSGA Chapter of Excellence Program (CEP) provides a structured framework for recognizing and supporting the achievements of SGA chapters in Texas. This non-competitive recognition program allows chapters to be rewarded for their excellence in leadership, advocacy, service, and engagement.

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

1. Only TJCSGA member chapters that have paid their annual dues are eligible to participate.
2. The application must be emailed to tjcsgaeboard@gmail.com no later than 8:00 A.M. on the second day of the convention.
3. Submitted applications must include accurate and truthful information.
4. All entries must represent original work done by the participating chapter.
5. Applications will be reviewed by the TJCSGA Executive Board using a detailed rubric. Chapters can earn certificates in the following categories:
 - **Bronze:** Foundational excellence.
 - **Silver:** Builds upon the Bronze level.
 - **Gold:** Achieves all benchmarks in Bronze and Silver, demonstrating comprehensive excellence.
6. Each level of recognition is cumulative, requiring the completion of benchmarks in the preceding level:
 - **Bronze Level:** Focuses on foundational elements like elections, membership, and basic engagement.
 - **Silver Level:** Builds upon Bronze with advanced initiatives, regular communication with administration, and structured organization.
 - **Gold Level:** Demonstrates a chapter's leadership in its region, its role in community service, and its mastery of governance and organizational processes.
7. Certificates for Bronze, Silver, and Gold levels will be presented during the State Convention.

Judging Criteria will be as follows:

- Adherence to the TJCSGA CEP criteria
- Demonstrated creativity
- Organization and clarity
- Inclusion of meaningful and impactful activities
- Originality

Chapter of Excellence Award Score Card

Hallmark	Bronze	Silver	Gold
Student Representation			
Elections	x		
Regularly Survey Students	x		
Organization chart		x	
Membership size	x	x	x
Administration Connection			
Meets with administration ad hoc	x		
Meets with administration regularly		x	
Personal Contact with College Leadership			x
Recruitment			
Participate in club fair	x		
Host recruitment events		x	
Executive Board Training		x	
Succession Plan			x
Networking			
Paid Member of Region	x		
Paid Member of State	x		
Member of any other nationally recognized organization	x		
Regional Committee Participation		x	
Regional committee lead position		x	
Regional officer			x
State Officer			x
Community			
Community Service project for campus	x		
Community Service Project for surrounding community		x	
Volunteer at a Community Partner		x	
Volunteer hours tracked			x
Engagement			
Campus engagement event	x		
Calendar of Events		x	
Signature Event			x
Offers trainings for other campus orgs			x
Organization			
Constitution	x		
Mission/Vision		x	
Processes Manual			x
Weekly meeting	x		

Separate Assembly and Senate meetings		x	
Uses Committee Structure		x	
Committee Meetings			x
Prepares and uses weekly agenda			
Keeps weekly minutes			
Include weekly lesson in meetings			x
Include fun activity in weekly meetings			x
Projected budget			x
Attempts Roberts Rules	x		
Proficient with Roberts Rules		x	
Web Presence/Communication			
Monitored Communication method	x		
Website		x	
Social Media		x	
Marketing plan			x
Branded shirt/T-shirt	x		
Nametags		x	
Uniforms		x	
Giveaway Swag			x

Other Awards

Only one (1) winner will be chosen for each of these category awards.

Outstanding Delegation Award: The most Outstanding Delegation will receive a plaque. This award will be based on interaction and appearance at the State Convention. This award will be chosen by the current Executive Board and will be awarded at the last general assembly.

Spirit Award: The most spirited delegation will receive a plaque. This award will be based on overall enthusiasm, positive attitude, and involvement at the State Convention by the entire delegation including advisor(s). This award will be chosen **by the current Executive Board and will be awarded at the last general assembly.**

Sweepstakes Award: Entries in the Video, Essay, Song, Poetry, Event, Community Service, and Scrapbook Award competitions will be eligible for the TJCSGA Sweepstakes Award. Each entry will be awarded a minimum of 1 point for being submitted. Additional points will be given as follows:

4 Points – First Place | 3 Points – Second Place | | 2 Points – Third Place

In the event two (or more institutions) tie for the Sweepstakes Award, the tiebreaker procedures below will be used to break all ties as necessary.

1. The institution with the most 1st place finishes in the above awards. If a tie remains;
2. The institution with the most 2nd place finishes in the above awards. If a tie remains;
3. The institution with the most 3rd place finishes in the above awards. If a tie remains;
4. The institution that submitted the most submissions in the above awards. If a tie remains;
5. The institution with the highest average of score submissions (not including the highest and lowest scores that were dropped).

Texas Legend Award

The Texas Legend award is an award reserved for an advisor who through their years of service, has guided and shaped the organization. Any member wishing to nominate an advisor for the Texas Legend award should submit a letter of nomination to the State Advisor (advisor@tjcsqa.org) prior to the start of the State Convention Opening Ceremonies. Please limit your nomination to two (2) pages and address these five (5) items below: This award will be chosen by the current Executive Board and will be awarded at the last general assembly.

- An overview of the individual (Higher Ed career, years of service, responsibilities)
- An overview/highlights/contribution with their local SGA
- An overview/highlights/contribution with their Region
- An overview/highlights/contribution at the State level
- Any information that you would like to consider

Appendix

The samples found within this appendix are only showing the information needed. Chapters can design their cover sheets to look anyway that they want.

SAMPLE COVER SHEET

Scrapbook Entry

Coo-Coo-Ka-Choo College in Kalamazoo

Richard Reader and Jane Jumper

Region 42

Description: The scrapbook should be placed inside of the picket fence display with the grassy side up, the gnomes will surround it.



SAMPLE COVER SHEET

“Don’t you just gnome it!” Video

Coo-Coo-Ka-Choo College in Kalamazoo

Richard Reader and Jane Jumper

Region 42



<http://www.Youtube.com/coocookachooSGA/video>

Song cover sheet would follow this same example.

Sample Social Media Listings


Coo-Coo-Ka-Choo College in Kalamazoo


Social Media Presence

Richard Reader and Jane Jumper


Region 42

Dallas College Contact Info ...


 Dallas College Students Facebook ...

 Dallas College Students Instagram ...

Official Sites

 Dallas College Richland SGA ...

 TJCSGA Region II ...

 TJCSGA ...

