



Office of the Board of Regents

Regents Award Overview

PURPOSE

Board of Regents Policy: *Awards, Honors, and Recognition* states:

“The Regents Award is the highest honor granted by the Board to individuals who have performed exceptionally valuable and meritorious service to the University or contributed to the building and development of the University through significant benefactions. Candidacy is not limited to graduates or former students of the University.

- (a) **Approval.** The Board approves this award.
- (b) **Management.** The Board Office manages this award process. A Regents Award Nominating Committee shall review nominations and submit recommendations to the Board. The committee shall include the executive director/corporate secretary, the president, the executive vice president and provost, the chair of the Honors Committee, and the chair of the Senate Consultative Committee, or their designees. The president of the Foundation shall serve as an ex officio member.
- (c) **Restriction on Number of Recipients.** The best guarantee of the significance of this award is careful restriction of the total number of recipients. Generally, not more than three Regents Awards shall be awarded in any given year.”

The Regents Award is one of the highest honors the University bestows. It is used to recognize individuals, families, and organizations that demonstrate exceptional service to the University over a sustained period of many years.

NOMINATION PROCEDURE

Only a senior University leader or dean may submit nominations for the Regents Award. To nominate an individual, family, or organization, a confidential nomination letter should be sent to the Executive Director of the Office of the Board of Regents. The letter should be based on personal knowledge of the nominee and focus on the services and philanthropic activities that justify the nomination. At least three (3) supporting letters must accompany the letter of nomination.

Although Regents Award nominations are handled confidentially, those writing letters of nomination or support should know that such letters are legally available to the media or public if requested under the Minnesota Data Practices Act.

SELECTION PROCESS

Once the Board Office receives the letter of nomination and supporting letters, the Executive Director forwards the nomination materials to the committee for consideration.

If the nomination is approved, the Executive Director sends a confirming letter to each member of the committee. The Board Chair sends a congratulatory letter to the award recipient indicating that the nominator will be in touch to arrange an opportunity to present the award.



Office of the Board of Regents Regents Award Overview

AWARD PRESENTATION

In consultation with Board staff, the senior leader or dean who served as the nominator is responsible for organizing an appropriate opportunity to present the Regents Award. A member of the Board of Regents **must** be involved in the presentation of all Regents Awards (visit <http://regents.umn.edu/regent-request-form> to request a Regent appearance).

Once a date has been set, Board staff will provide the nomination letter and supporting letters to University Relations so a certificate can be written and a medal engraved with the recipient's name and date of presentation. When the certificate has been printed, it is returned to the Board Office for signatures and framing. Board staff also contacts the University of Minnesota Foundation to update the donor management system.

The Board Office covers expenses related to the certificate and medal. The nominator covers any event or presentation expenses.

WALL OF HONOR

Once every 2-3 years, Board staff works with the McNamara Alumni Center staff to have the names of Regents Award recipients engraved on the Wall of Honor located on the Regents Plaza outside the southwest entrance to the building.