

## **4.00 General Awards and Scholarships**

## Contents

1.0	Purpose .....	3
2.0	Scope.....	3
3.0	Definitions.....	3
4.0	Related policies and procedures.....	3
5.0	References .....	3
6.0	Exceptions .....	3
7.0	Responsibilities .....	3
8.0	Policy.....	3
9.0	Procedure.....	4
9.1.	Edith Jessie Carnell Travelling Scholarship.....	4
9.2.	Ada Fache Award .....	5
9.3.	LIANZA Rua Mano Scholarship.....	6
9.4.	Paul Szentirmay Special Librarianship Scholarship .....	8
9.5.	Tertiary Awards for Library and Information Students.....	9
9.6.	Paul Reynolds (No Numpties) Award.....	10
9.7.	Reporting and release of information.....	13
9.8.	SIG and Region Outstanding Contribution Awards.....	13
9.9.	Application Procedure .....	13
9.10.	Agreement with recipients .....	14
10.0	Review.....	14
11.0	Attachments.....	14

## 1.0 Purpose

LIANZA works to support and recognise achievement in the Library and Information profession and to provide professional development opportunities for individuals who might not be able to realise these otherwise.

The purpose of this policy is to outline the various awards that LIANZA offers to encourage and support the knowledge and development of the Library and Information Profession in New Zealand.

## 2.0 Scope

This policy applies to all scholarships

## 3.0 Definitions

SIG	Special Interest Group
Region	LIANZA regional group
Scholarship	Funds provided to support professional development

## 4.0 Related policies and procedures

- Complaints Policy and Procedure
- Appeals policy and procedure
- Professional Registration Policy
- Guidelines for the Operation of SIGS and Regions

## 5.0 References

- LIANZA Code of Practice Part 3, 2012 update

## 6.0 Exceptions

In order to ensure transparent operation of the professional awards there are no exceptions to this policy.

## 7.0 Responsibilities

As the head of the Association, the President is ultimately accountable for the awards in their entirety.

The Executive Director is accountable for the administration of the awards, and for the operational sustainability.

The LIANZA councillor to whom the Awards responsibility is delegated is responsible for convening the judging panels and ensuring that the awards are delivered each year.

## 8.0 Policy

- 8.1 LIANZA will provide scholarships to the library profession in order to:
  - 8.1.1 Support attendance at key library events

- 8.1.2 Provide professional development opportunities
- 8.1.3 Contribute to the Library and Information body of research in New Zealand
- 8.1.4 Recognize academic achievement
- 8.2 Where LIANZA has been provided with funds to administer an award, that award will delivered in line with the wishes of the donor.
- 8.3 LIANZA will advertise all awards in writing.
- 8.4 LIANZA will aim to finalise all results within two months of applications closing, and will communicate with applicants where it cannot meet this timeframe.

## 9.0 Procedure

### 9.1. Edith Jessie Carnell Travelling Scholarship

#### 9.1.1 **Mihi**

This scholarship was established as a result of a bequest in the will of Mr Archibald William Dunningham, named in honour of Edith Jessie Carnell. Edith Jessie Carnell was a British librarian who worked in New Zealand between 1939 to 1944 as liaison between the NZ Library Association and the County Library Service.

- 9.1.2 The LIANZA Council shall determine the value of the award when setting the budget for the year. No more than 70% of the interest from the investment shall be used for the Scholarship and administration costs related to the scholarship. The remaining interest dividends will be reinvested.

- 9.1.3 The scholarship is to be awarded every two years

- 9.1.3.1 The scholarship must be taken up within one year of its being awarded

#### 9.1.4 **Kaupapa**

The scholarship is awarded for the purpose of assisting an individual to travel outside of New Zealand for:

- 9.1.4.1 Research
- 9.1.4.2 A Study visit
- 9.1.4.3 Attending a conference

#### **Whakaritenga**

- 9.1.5 Recipients must be a current personal member of LIANZA, have been a LIANZA member for five years, be engaged in the LIS profession, and have at minimum five years of work experience.

- 9.1.6 The following criteria will be taken into account when the selection is made:

- 9.1.6.1 The current relevance to the profession of the area of study chosen
- 9.1.6.2 The candidate's commitment to the profession
- 9.1.6.3 The degree to which the study will further the aims of LIANZA
- 9.1.6.4 Proven ability or interest in the project subject
- 9.1.6.5 Potential to apply the knowledge of the subject within the profession
- 9.1.6.6 Proven ability to be able to communicate orally and verbally

#### 9.1.7 **Tono**

Applications must:

- 9.1.7.1 state their professional aim for the travel, contain an outline of their course of study, research, or purpose
- 9.1.7.2 provide a plan and time-frame for dissemination of the results of the research / study
- 9.1.7.3 supply names of referees who can comment on the criteria for selection

**9.1.8 Ngā Kaiwhakawa**

The selection panel will be made up of three assessors – and will be led by the LIANZA councillor delegated awards responsibility.

**9.1.9** The successful candidate will be expected to:

- 9.1.9.1 Present the results of their research through LIANZA forums – i.e. through a paper at conference, a presentation, or a webinar
- 9.1.9.2 Write a research paper on the area of study chosen
- 9.1.9.3 Produce an article to be published in the NZLIMJ or Library Life within a 6-month period of completion of travel
- 9.1.9.4 The recipient will be expected to participate in any LIANZA publicity promoting the award

**9.2. Ada Fache Award**

**9.2.1. Mihi**

Ada Fache (1918 – 1994) was a stalwart of the library profession. She commenced work as an assistant at Dunedin Public Library in 1937. Except for two years as Librarian at Rangiora Public Library during the war, the remainder of her career was spent at Dunedin Public Library culminating in her appointment as City Librarian in 1960 – (only the second woman to hold this position in a metropolitan library).

Miss Fache was one for the first group in 1946 to pass the General Training Certificate (later known as the NZLA Certificate, which then became the NZ Library Studies Certificate).

Her retirement at 50, prompted by a wish to make way for a new generation of librarians with professional qualifications was typical of her generous approach. However, her interest in the work of the Association continued, with Miss Fache regularly attending Otago / Southland regional meetings and other library functions. In her will Miss Fache left the Association a bequest of “one-twentieth of her estate for general purposes”.

The then NZLIA national council felt that such a selfless bequest should not be lost in the general fund, and agreed to use the bequest as seeding for a fund, the interest for which would provide an award or awards to assist with an individual’s continuing professional development. This fund was established in 1995 and will be offered annually.

9.2.2. The LIANZA Council shall decide the value of the award during the budgeting process each year, but it shall not be greater than the total interest received in the previous year.

**9.2.3. Kaupapa**

The purpose of this award is to provide a personal member of LIANZA whose application best meets the criteria, with some assistance towards their professional development.

9.2.4. The scholarship must be taken up within twelve months of receipt of the award

**9.2.5. Tono**

Applications must:

- 9.2.5.1. state their professional aim for the travel, contain an outline of their course of study, research, or purpose
- 9.2.5.2. comment on the nature of their geographic isolation
- 9.2.5.3. supply names of referees who can comment on the criteria for selection

**9.2.6. Whakaritenga**

Applicants must:

- 9.2.6.1. Be a current member of LIANZA and have been a member for at least three years
- 9.2.6.2. Be in a situation that is considered geographically isolated

**9.2.7. Ngā Kaiwhakawa**

The selection panel will be made up of three assessors – and will be led by the LIANZA councillor delegated awards responsibility.

9.2.8. The successful candidate will be expected to:

- 9.2.8.1. Produce an article to be published in the NZLIMJ or Library Life within a 6-month period of completion of travel
- 9.2.8.2. The recipient will be expected to participate in any LIANZA publicity promoting the award

9.3. LIANZA Rua Mano Scholarship

**9.3.1. Mihi**

E nga mana, e nga reo, e nga karangatanga maha, tēnā koutou, tēnā tātou katoa. LIANZA Council is pleased to offer a scholarship of \$1000 annually as their commitment to tangata whenua studying librarianship and Mātauranga Māori.

*Ka koa te kaunihera o Te Rau herenga o aotearoa raua ko Te Rōpū Whakahaui i whiwhi tēnei karahipi o \$1000 mo tā rātou herea i te whakapakari o ngā tangata whenua i ako mō ngā tohu wharepukapuka me te mātauranga Māori.*

**9.3.2. Kaupapa**

To encourage and / or support Māori students undertaking library and Information studies to strengthen their knowledge in te reo Māori and tikanga Māori.

*Ko te kaupapa o te karahipi nei hei whakamanawa ngā tauira Māori i roto i a rātou akoranga i ngā tohu wharepukapuka hei whakakaha hoki i o rātou reo Māori me o rātou tikanga Māori.*

**9.3.3. Ngā Whakaritenga**

- 9.3.3.1. Must be tangata whenua through whakapapa

*He Whakapapa Māori*

- 9.3.3.2. Must be studying for a tertiary qualification in librarianship or information studies

*Kei te ako te tangata i te tohu wharepukapuka, mātaurnaga whakahaere rānei i roto i ngā whare wānanga*

- 9.3.3.3. Must show commitment to whānau / hapū / iwi

*Ka herea te tangata i tōna whanau/ hapū/ iwi*

- 9.3.3.4. Must display commitment to learning te reo Māori and / or tikanga

*Ka herea te tangata ki te ako i te reo Māori me ngā tikanga Māori*

**9.3.4. Ngā mea Whakauru**

- 9.3.4.1. Name and address of applicant

*Te ingoa me te kainga noho o te tangata*

- 9.3.4.2. Qualification being undertaken in the current year

*Te tohu / akoranga*

- 9.3.4.3. Tribal affiliations

*Ngā Hapū me ngā Iwi o te tangata*

- 9.3.4.4. Examples of involvement and commitment to whānau , hapū, or iwi

*He kōrero mo te mahi me te herea o te tangata i roto i ōna whānau, hapū, iwi.*

- 9.3.4.5. Explanation of how applicant intends to improve and share his / her commitment to te reo Māori and / or tikanga

*He Taurua me te kōrero mo te herea o te tangata i whakakaha me tohaina tōna reo Māori, ngā Tikanga Māori rānei*

- 9.3.4.6. Applicants should provide references from tangata whenua and / or Māori organisation who may be contacted to assist judges final decision

*Kia pai te whakaurutia o nga kōrero o nga tangata whenua me etehi atu rōpū Māori*

- 9.3.4.7. If the scholarship is not awarded in any one year the funds can be carried over to the next year and two awards can be made if suitable applications are received.

*Te whakaaetanga o te kaunihera – I te korengia o te tuku tēnei karahipi i tētehi tau, ka huri te pūtea mo tēra atu tau mō te tukuna e rua ngā karahipi.*

**9.3.5. Ngā Kaiwhakawa**

- 9.3.5.1. President of Te Rōpū Whakahau

*Tumuaki o Te Rōpū Whakahau*

- 9.3.5.2. LIANZA President

*Tumuaki o Te Rau Hereanga o Aotearoa*

- 9.3.5.3. LIANZA National Councillor with the Bicultural Portfolio

*Ko te kaikaunihera o Te Rau Herenga o Aotearoa i mau te tari tikanga a rua*

- 9.3.5.4. Te Rōpū Whakahau representative on LIANZA Council

*Ko te kaikaunihera o Te Rau Hereanga o Aotearoa no Te Rōpū Whakahau*

## 9.4. Paul Szentirmay Special Librarianship Scholarship

### 9.4.1. Mihi

This scholarship is established from the bequest in the will of Mr. Paul szentiramy, FNZLA, MNZM, Tisztikereszt (Hungarian Officer's Cross). In 1960 Paul Szentirumay completed the one-year postgraduate Library School and after 3 years in the National Library Service became the Librarians of BP Oil (NZ). After this pioneering work at BP from 1964 to 1970, Paul was invited to lecture at the Library School in Information and Knowledge Management and there he was a formative influence on many who came into the profession at that time.

In 1973 he became the chief Librarians at the Department of Scientific and Industrial Research (DSIR), and pioneered the innovative use of IT in Information Management. In 1993 he took up the position of Director of the National library's Reference and Interloan Services Division – the hub of New Zealand's inter-library document request and exchange service.

In 1985 he was promoted to a new post of second Deputy National Librarian, with particular responsibility for ensuring the design and delivery of the new public access services at the National Library building which opened in Wellington in August 1987. He was a strong supporter of FID and was one of the New Zealand delegates at the International Conference on Library Conservation at Vienna in 1986.

The year of his retirement, 1988, saw Paul awarded the NZLIA Fellowship – the highest professional accolade – awarded to those who have made a sustained commitment to the profession. In Paul's case this included being a foundation Chairman of the Special Libraries Section (1970 – 3), a member of the NZLA Council (1973 – 4), the Editor along with his wife Thiam Ch'ng Szentirmay of several editions of DISLIC – the Directory of Special Libraries and Information Services, and the Convenor of the Working Group on Information transfer from 1975.

Paul's association with libraries continued after his retirement – he initiated and formed the National Library Society. Paul was conferred life membership of both the National Library Society and of LIANZA.

9.4.1.1. The scholarship is to be awarded every three years. In the event that no suitable application is received for that year, the scholarship may not be awarded.

9.4.1.2. The amount of the scholarship offered will be determined by the Trustees of Paul Szentirmay's Estate and the Trustee will inform LIANZA of the maximum amount that may be awarded.

9.4.2. The successful applicant will be required to:

9.4.2.1. Provide progress reports during their project

9.4.2.2. Deliver a paper at the LIANZA conference or a regional event

9.4.2.3. Write a research paper for publication in the NZLIM or other published media

9.4.2.4. Participate in LIANZA publicity regarding the scholarship

### 9.4.3. ***Kaupapa***

4.00 Ver A. Adopted April 2018, next reviewed January 2020.



The scholarship, established in 2004, is intended to be used to enhance the knowledge and development of library and information services, particularly in the area of special library and information services in New Zealand. It will enable the successful applicant to make a valuable contribution to special library and information research in Aotearoa New Zealand or support those seeking leadership roles in this area.

It is intended that the scholarship support recipients in the following ways, by acting as:

- A research scholarship for those working in special libraries and information services
- A study scholarship to encourage those doing their Masters or Doctoral research towards a Library and Information Qualification to focus their research in an area of special library and information service work
- A leadership scholarship to help someone from a small special library to attend the Aurora Leadership school in Australia
- A scholarship for a proposed research project applied for through an expression of interest process

#### **9.4.4. Ngā whakaritenga**

The scholarship is awarded to a current personal member of LIANZA. The person must be currently engaged in Library or Information work or study, with a minimum of at least two years work experience in a library or information service.

In making the Scholarship the selection panel will take into account the following criteria:

- 9.4.4.1. Applicants commitment to the profession
- 9.4.4.2. Proven interest or ability to apply the knowledge of the subject to the betterment of special librarianship or information work in New Zealand
- 9.4.4.3. Projects that encourage collaboration and instigate new approaches within the special library field, including knowledge management, information search, retrieval and analysis, and information roles in research and applied sectors.

#### **9.4.5. Ngā Kaiwhakawa**

The selection panel will consist of

- 9.4.5.1. A trustee of the Paul Szentirmay estate
- 9.4.5.2. A representative of special libraries
- 9.4.5.3. A nominee of LIANZA council

### 9.5. Tertiary Awards for Library and Information Students

9.5.1. LIANZA offers the following awards to tertiary students at the Victoria University of Wellington, studying towards a Library and Information qualification:

- 9.5.1.1. The LIANZA Mary Fleming prize awarded to the student attending the class INFO 526, Bibliographic Organisation, who in the opinion of the Information Studies Programme Director is the best student of the year and is worthy of the award. Mary Smith Fleming (1908 – 1964) was Senior Lecturer in Cataloging at

the New Zealand Library School from 1946 to 1964, especially in the fields of classification and cataloguing.

9.5.1.2. The LIANZA David Wylie prize (established in 1986) will be awarded to the student who is judged to have completed the best piece of written work on an aspect of library and information studies. David Wylie was the University Library at Victoria University of Wellington from 1925 to 1985 in recognition of his long concern for librarian education.

9.5.2. LIANZA offers the following awards to students at Open Polytechnic studying for a Library and Information Qualification:

9.5.2.1. The LIANZA prize (established in 1982 as the NZLIA prize and renamed in 1999) is awarded on the recommendation of the principal lecturer to an exceptional student who has completed a diploma in the previous calendar year. This award commemorates the establishment in 1942 of the Association's certificate course, the forerunner for many years of the New Zealand Library Studies Certificate, and the long-standing interest of LIANZA in the students of those courses.

9.5.2.2. The LIANZA David Wylie prize will be awarded to the student who is judged to have completed the best piece of written work on an aspect of library and information studies.

9.5.2.3. The Te Pumanawa award to the student who completes the best work on a bicultural theme. A member of Te Rōpū Whakahaui must be included in the decision panel.

9.5.3. The awards will consist of a two hundred dollar gift voucher, a LIANZA bookplate, a commemorative certificate, and a complimentary LIANZA membership for a period of twelve months.

9.5.4. One, of each prize, will be made in each calendar year.

9.5.5. The tertiary institution will advise LIANZA of the winner of the prize for the current year within two months of the end of the academic year.

## 9.6. Paul Reynolds (No Numpties) Award

### 9.6.1. Mihi

9.6.1.1. Paul Reynolds (1949-2010) was a man who touched the worlds of broadcasting, publishing, libraries, museums, galleries and archives and he was a passionate believer in the transformational power of the internet and the digital world on the lives of people.

Paul had an extensive public profile as an internet and media commentator. He contributed to the thinking behind the government's Digital Strategy and Digital Content Strategy, serving on the New Zealand Government Digital Strategy Advisory Group and the Capability Panel for the Advanced Network (KAREN). He was a member of the Library and Information Advisory Commission (LIAC), the National Digital Forum Board, and the board of the Auckland War Memorial Museum. Two months before he died, he completed his term as the adjunct director of the National Digital Library of the National Library of New Zealand.

Paul loved libraries, museums, art, archives and digital access to them was at the heart of how he thought and worked. And, while heritage was crucial and access to it a basic human right for Paul, he also saw digital as capturing the pulse of the nation in the present. A deep thinker and life long learner with an instinctive belief in people and a strong empathy and sense of care for others, Paul was always a man on a mission and we are fortunate that his mission in life crossed into our world.

Paul was proudly both Kiwi and Scot and identified strongly with each country. He was proud also of his recent work amongst Tangata Whenua and the acceptance he found working amongst Māori. A consummate communicator and a powerful and inspirational orator, he was able to open up new worlds and lay them out before us. And if we needed it, he was able to challenge what we were doing and gently push us off in a new direction. This scholarship is in memory of Paul Séamus Reynolds, inspirational, enthusiastic and a digital world citizen. This Scholarship was established from donations made by the National Library of New Zealand and friends of Paul Reynolds. The donations are held in trust by LIANZA.

We wish to acknowledge contributions from the following organisations or individuals:

- Internet NZ
- National Library of NZ

9.6.1.2. The Scholarship is to be offered every 2 years over a finite period of 10 years i.e. 2011, 2013, 2015, 2017, 2019. In the event that no suitable application is received for that year, the Scholarship may not be awarded and will be held over and made available the following year.

9.6.1.3. A minimum of \$5,000 may be awarded to any award winner. Any amounts, including fees, travel and accommodation costs etc. in excess of the Scholarship award are the responsibility of the award winner.

9.6.1.4. Applications for the Scholarship will be advertised through LIANZA, National Digital Forum and other GLAMs sector digital mechanisms by February each year, with a closing date of 30 May. Selection of the successful applicant completed no later than 31 August and announced through the GLAM Sector. The Award will be formally presented at a suitable event depending on what areas of the GLAM Sector the winner comes from.

#### **9.6.2. Kaupapa**

9.6.2.1. The Scholarship, established in 2010, is intended to be used to enhance the knowledge and development of those working in the New Zealand GLAM (Galleries, Libraries, Archives and Museums) sector.

9.6.2.2. The Scholarship will enable the successful applicant to spend a brief time working with an overseas institution in order to research/develop specialist digital knowledge or experience.

9.6.2.3. It is intended that the Scholarship will support recipients by acting as a fund to provide for travel to an overseas institution and payment of any internship (or similar) fees, or a koha if no fees are sought.

9.6.2.4. It is not intended to present the Scholarship to be used solely for travelling to conferences or visiting institutions but may be partially used for such a purpose if it is aligned with the internship.

9.6.2.5. The Scholarship project should reflect the value of the internet and digital world for New Zealanders.

### **9.6.3. Ngā Whakaritenga**

9.6.3.1. Eligibility for this award is restricted to those currently working in the digital space within or for the New Zealand GLAM sector.

9.6.3.2. In awarding the scholarship, the selection panel will take into account the following criteria:

- (a) Applicant(s)'s commitment to the enhancement and growth of digital experience through the cultural institutions of New Zealand.
- (b) Proven contribution to a successful GLAM sector digital project with overt customer or public benefit in the preceding two years.
- (c) Interest or ability to apply the learning gained during the tenure of this award for the benefit of the customers and/or public of one or more institutions within the GLAM sector.
- (d) Projects that encourage collaboration and instigate new approaches within the digital space of GLAM sector institutions.

## **15.5 Conditions of the Award**

15.5.1 The successful applicant(s) will enter into a contract with LIANZA regarding timeframes, completion dates, and forms of dissemination of reports and learning, penalties for non-completion and conditions of Scholarship payment.

15.5.2 The Scholarship must be taken up within one year of it being offered.

15.5.3 The Scholarship recipients must not publish results or have accepted for publication elsewhere prior to submission of results for LIANZA.

15.5.4 The Scholarship recipient must record acknowledgement of the Scholarship in any publication arising from activity supported by the Scholarship.

15.5.5 The successful applicant(s) will normally disseminate results of their research through:

- (a) One or more reports to LIANZA who may use these reports as appropriate;
- (b) Delivering a paper at the LIANZA Conference, National Digital Forum Conference or at a regional workshop;

15.5.6 The successful recipient will be expected to participate in any LIANZA publicity promoting the Scholarship.

**9.6.4. Ngā Kaiwhakawa**

9.6.4.1. The selection panel of three assessors will consist of:

- (a) a representative appointed by the National Digital Forum Board;
- (b) a LIANZA representative appointed by the LIANZA Council; and
- (c) a professional representing digital practitioners within the GLAM sector appointed by the National Library

9.6.4.2. LIANZA will convene the panel by calling for representatives in February of each year the Award is offered.

9.6.4.3. The panel will meet either in person or by audio/video conference to make the decision on the successful candidate. Any travel expenses should be minimised.

**9.7. Reporting and release of information**

9.7.1. The Awards panels will submit a report to Council at the end of each application process

9.7.1.1. The report will include total number of applications / nominations with the names of approved applicants / nominees only and the rationale for the decision.

9.7.1.2. A citation for each successful applicant / nominee will also be provided at this time.

9.7.1.3. The panel may make suggestions for improving the Award delivery

9.7.2. The results of each scholarship will be announced in Library Life, and also on our website

9.7.3. LIANZA will maintain a registry of previous award recipients

**9.8. SIG and Region Outstanding Contribution Awards**

9.8.1. Special Interest Groups and Regions may choose to offer awards of recognition for service to their Committee. These awards will recognise individuals who have made a significant contribution to their special interest group or region.

9.8.2. Such contributions may include (but are not limited to):

9.8.2.1. Delivering a superb event or other activity for membership

9.8.2.2. Serving for an extended period on a committee

9.8.2.3. Going above and beyond for another member

9.8.2.4. Achieving a professional accolade within their workplace

9.8.3. SIG's and Regions must aim to be consistent in their acknowledgement of outstanding contributions.

9.8.4. These awards may be delivered at any time, and are the responsibility of the regional committee.

9.8.5. The LIANZA office will support the region by designing and printing the certificates.

9.8.6. All such awards will be acknowledged on the LIANZA website.

**9.9. Application Procedure**

9.9.1. All awards and scholarships administered by LIANZA will be presented on our website with clear application instructions

9.9.1.1. They will also be promoted via other communication channels available to LIANZA as appropriate

9.9.2. All scholarship applications will open in early February and close on 30 May

9.9.3. Applications will be requested electronically in writing and will ask the applicant to address the scholarship / award criteria, and will be submitted to the Office Administrator

9.9.4. Unless prior notification of extenuating circumstances is received by the LIANZA office applications will not be accepted after the due date

9.9.4.1. Even with prior notification applications will not be accepted more than one week after the due date

## 10.0 Agreement with recipients

9.10.1. LIANZA will enter into a written agreement with each Award winner clearly articulating their rights and responsibilities under the terms of the scholarship they have won.

## 11.0 Review

This policy will be reviewed every two years

## 12.0 Attachments