

## Nomination Form: Dean's Staff Award for Exemplary Service to the College

### Nomination Instructions

This completed Nomination Form and required support letter from or endorsed by the nominees' supervisor (see award description on CBAS Awards Website) will complete the electronic nomination packet for this award. This packet of information must be emailed to [cbasawards@mtsu.edu](mailto:cbasawards@mtsu.edu) from the nominator's email address.

### Nominator's Information

Date:

Nominator Name:

Department:

### Nominee's Information

Name:

Department:

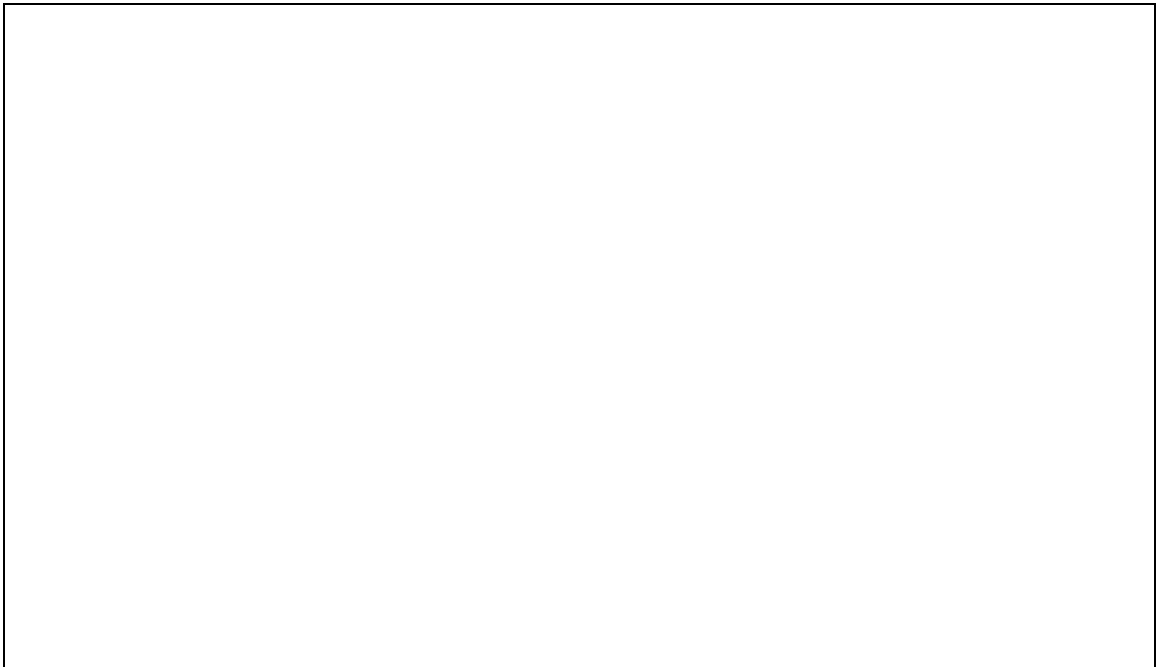
Years employed at MTSU as a full time employee:

### Indication of Excellence

Indicate the nominee's performances as pertaining to the following areas specified by the "Dean's Staff Award for Exemplary Service to the College" guideline. Please be sure that you indicate one compelling specific example in which this administrative/staff member displayed exemplary service and support towards achieving the mission of the college in the provided input boxes.

1. Outstanding and sustained contributions above and beyond normal job responsibilities. (1500 character limit)

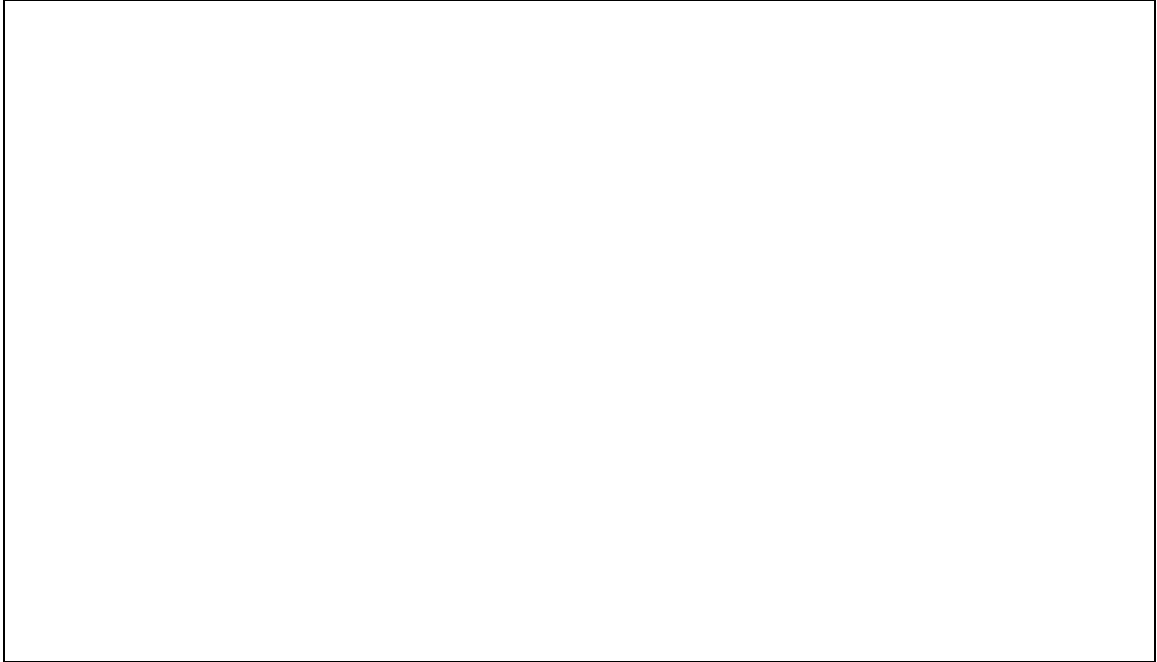
2. Identifies needs and takes initiative to solve problems. (1500 character limit)



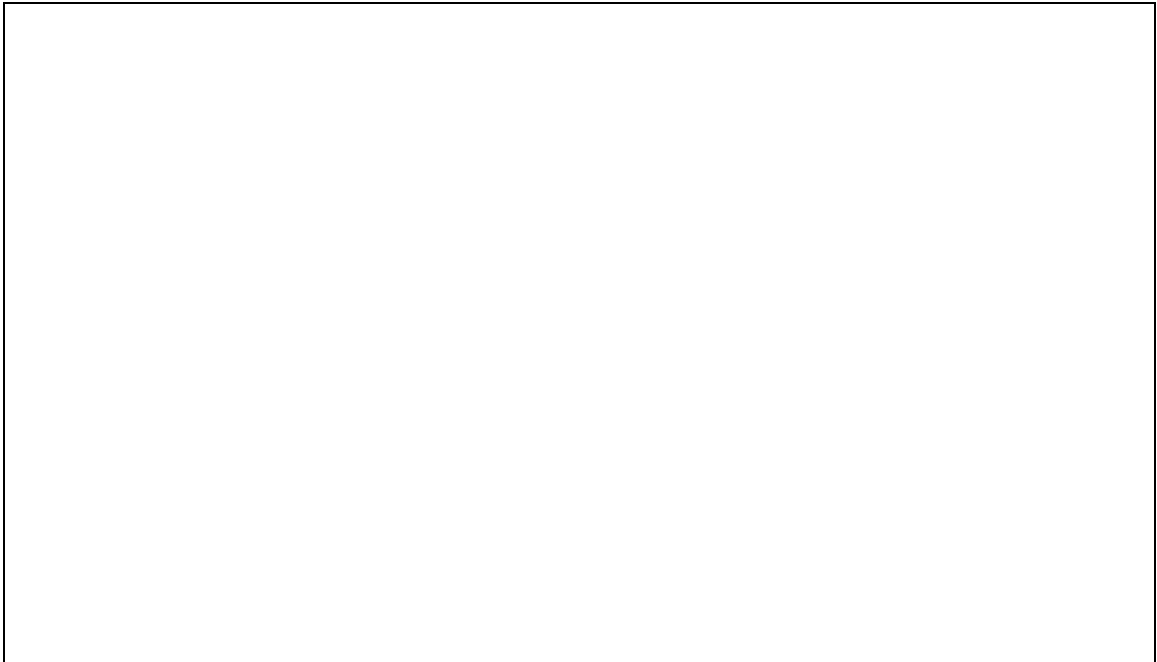
3. Exemplary service to students, faculty, and/or staff within an academic unit or at the College level; and/or to the broader university community as a representative of the College. (1500 character limit)



4. Positive mentoring influence in the workplace; contributes significantly to a team atmosphere that promotes a creative and productive work environment. (1500 character limit)

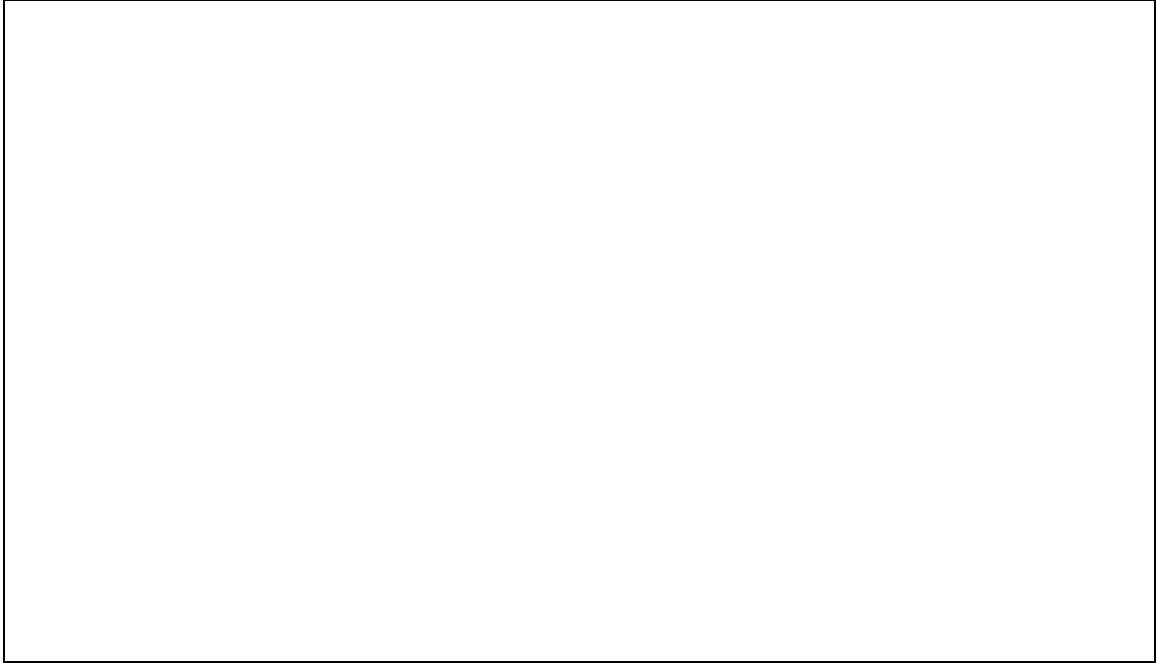


5. Excellence in the performance of responsibilities. (1500 character limit)



**Resulting Impact**

Describe the resulting impact this person has had on the department or college.  
(1500 character limit)

A large, empty rectangular box with a thin black border, intended for the user to write their response to the question about the resulting impact. The box is currently blank.