

Professional Staff Awards Overview

Emerging Award

Eligibility:

Less than five years of professional service at USM

Nomination Process:

Submit by **April 4, 2008**

Letter of nomination
Nominee's current resume
Two letters of recommendation

Re-nomination:

Submit up-dated letter of nomination and at least one new letter of recommendation

Selection Criteria:

- Excellence in one's professional area
- Commitment of the ideals of the educational process to include examples of personal and/or professional growth
- Leadership and initiative within one's area and/or the University as a whole
- Contribution to improving the quality of life at USM
- Innovation/creativity in one's area as expressed through program initiatives, special projects, publications, etc.
- Public service and/or volunteer activities not directly related to work at USM

Selection Committee:

Micheline Decrow, Chair
Former award recipients
Professional Staff Senate appointees

Submit nomination letter, nominee's resume, and two letters of recommendation by **April 4, 2008**

Award:

\$100.00
Engraved Commemorative Clock

Distinguished Award

Eligibility:

At least five years of professional service at USM, whose primary focus is administration, not teaching

Nomination Process:

Submit by **April 4, 2008**

Obtain permission from nominee
Letter of nomination
Nominee's current resume
Three letters of recommendation

Re-nomination:

Submit up-dated letter of nomination and at least one new letter of recommendation

Selection Criteria:

- Recognized excellence in one's professional area
- Recognized as a role-model and mentor to others
- Leadership in fulfilling the mission of USM
- Creativity, as expressed through program initiatives, special projects, writing, etc.
- Demonstrated leadership and initiative
- Active contributor to the USM community
- Public service in the larger community

Selection Committee:

Rosa Redonnett, Chair
Former award recipients

Submit nomination letter, nominee's resume, and three letters of recommendation by **April 4, 2008**

Award:

\$500.00
Engraved Commemorative Lamp

Divisional Excellence Award

Eligibility:

At least three years of professional service at USM

Nomination Process:

Submit by **April 4, 2008**

Obtain permission from nominee
Nomination cover form
Letter of Nomination
Two letters of support

Re-nomination:

Submit a new cover sheet, up-dated letter of nomination, and one new letter of support

Selection Criteria:

- Distinction in one's professional area
- Dedication to the department/divisional mission
- Demonstrates initiative and resourcefulness in one's department/division
- Inspires others through their commitment

Selection Committee:

Robin Day, Chair

The committee is comprised of at least six professional staff members, including former recipients and a non-voting chair.

Submit nomination cover sheet, nomination letter, and two letters of support by **April 4, 2008**

Award:

\$100.00
Framed Acknowledgement

This award is managed by the Professional Staff Senate.