2024 College Staff Awards
UNL College of Engineering

AWARD INFORMATION
The College Staff Award is presented annually to up to 6 full-time College of Engineering (COE) office/service level or managerial/professional level staff members ($2500 each) in the following categories:

1. **Leadership**: for demonstrating superior ability to lead change, people, team, or projects. "Superior ability" can refer to either consistently exceptional leadership that are part of one's job (e.g., as a supervisor) OR instances of leadership that are not part of one's job (e.g., leading a project with a team of peers).

2. **Service to Students**: for superior service to students in the college. Nominations for this category must describe work that directly involves undergraduate or graduate students in the College of Engineering. "Superior service" can refer to either consistently exceptional service in one's job responsibilities OR instances of service that go beyond one's job responsibilities.

3. **Service to Faculty and Staff**: for superior service to faculty and/or staff in the college. Nominations for this category must describe work that directly involves faculty and/or staff in the College of Engineering. "Superior service" can refer to either consistently exceptional service in one's job responsibilities OR instances of service that go beyond one's job responsibilities.

4. **Engagement**: for superior representation of the college within the university and/or the broader community. Nominations for this category must describe work or service outside of the College of Engineering, and may include activities related to one's job responsibilities or beyond one's job responsibilities.

5. **Complete Engineer®**: for demonstrating commitment to growing to one's knowledge and/or skills related to one or more of the Complete Engineer® Competencies. Nominations for this category must identify the competency(ies) the staff member has demonstrated a commitment to and activities that demonstrate that commitment.

6. **Outstanding Performance**: for outstanding contributions and performance, above and beyond normal expectations. Nominations for this category can refer to either consistently exceptional service in one's job responsibilities OR instances of service that go beyond one's job responsibilities. This category is intended for nominations that either do not fit into one of the other categories or nominations that cross multiple categories.

REVIEW PROCESS
The COE Staff Awards will be reviewed by a review committee formed by Staff Council. The Staff Council review committee makes the recommendation of the award recipients to the Dean.

COE Staff Awards review rubric can be found on the COE Staff Awards website. (https://engineering.unl.edu/awards/facultystaff-awards-college-staff-award/)

APPLICATION INFORMATION
- This award is open to all full-time College of Engineering staff members who have had an appointment in the College of Engineering over six months.
- An individual may be nominated by any faculty, staff, student or alumnus of the College of Engineering; self-nominations are welcomed.
- Nomination materials are to be submitted electronically through the on-line submission site, with uploaded documents in PDF format. Please have all materials ready to submit at one time; forms may not be saved and added to at a later time.
- All submitted data should be from the last three academic years only: (**2020-21, 2021-22, 2022-23**).
- A person may <u>not</u> be nominated again if she/he has received a College staff award in the last **three** years; consequently recipients receiving any College staff award in **2021** or later are ineligible for the **2024** award. A list of past recipients may be found on the college website: http://engineering.unl.edu/faculty-staff-awards/
- Each recipient of this award receives $2500.
- In order to be considered for the 2024 COE Staff Award, nominations must be submitted by: <u>Friday, March 1, 2024 at 5 PM</u>. Late nominations will be considered for 2025.

The on-line nomination form requests the information listed below.

BASIC INFORMATION
- Nominee' Information: Name, Title, Academic Unit, Email, and Phone Number
- Nominator's Information: Name, Email, and Phone

CATEGORY OF NOMINATION
- Please choose a primary nomination category (single response option)
  - Leadership
  - Service to Students
  - Service to Faculty and Staff
  - Engagement
  - Complete Engineer®
  - Outstanding Performance
- Please choose a secondary nomination category (multiple-response option)
  - Leadership
  - Service to Students
  - Service to Faculty and Staff
  - Engagement
  - Complete Engineer®
  - Outstanding Performance

TEXTBOX:

*Please provide a paragraph to explain **why you are nominating this person for this award**. You may wish to prepare the text in a word processing program and then cut/paste into the appropriate boxes. Please note that special formatting of text (underlining, bolding, etc.) is not supported.*

REFERENCES:
Finally, please provide the names and contact information for two references (peers, supervisors, students, etc.) .