Definition:
The Outstanding Faculty Service Award is given in recognition of exceptional professional service. Service may be to the department, college, university, profession, community, or a combination thereof.

Criteria:
Quality and significance of service to the university community, as well as to the college, department, professional associations, and/or the community.

Nomination Requirements:

**Step I** Nominations may be made by students, faculty, professional personnel, or administrators. Nomination materials should only include the following:
A. This completed sheet
B. One letter of nomination addressing the nominee’s service accomplishments
C. A current vita

**Step II** upon the request of the committee:
D. Documentation of service endeavors **LIMIT 65 ONE-SIDED PAGES** that directly relates to the award being considered
E. A total of no more than five letters of support:
   - the individuals’ superior and the appropriate dean, addressing the quality of the nominee’s over-all performance and performance in the specific area for which the individual is nominated
   - persons knowledgeable about the accomplishments for which the individual is nominated.

Name of Nominee: ___________________________________________________________

School/Department/Office: ___________________________________________________

Nominator(s): _____________________________________________________________
Signature(s)

Nomination approved by department chair: _____________________________________
Signature

Nomination approved by dean: _______________________________________________
Signature Date