

President's Staff Award Selection Process:

The Chairman of the Staff Council will collect all the nominations. The nominations will then be given to the Nomination Sub-Committee for the President's Award for Staff Excellence to review. The nomination sub-committee will select the top 3-5 candidates from the pool of nominees.

These candidates will then be presented to the President of the College. He/she will select/vote on the winner from the nominees presented. The 3 finalists for the award will be notified that they have been selected as a 'finalist' and encouraged to attend the Spring Awards Convocation.

*(in the event that a nomination form is incomplete or needs further information, the individual making the nomination will be contacted by a member of the sub-committee to have him/her further elaborate on the nominee)

Proposed Timeline:

1. Nominee forms go out to staff 1/21/14
2. Nominee forms collected on 2/28/14
3. Subcommittee meets or works by e-mail between due date and next Staff Council meeting
4. Pool of candidates to be voted upon are presented at the next full Staff Council Meeting
5. Winner presented at Awards Convocation 4/24/14

#Winner of 2014 not eligible to win again until Spring 2018