



## CHANCELLOR AND CLASSIFIED SENATE AWARD

This annual award is meant to recognize and acknowledge the outstanding contributions made by one exceptional Classified Professional at each of the district sites: Cuyamaca College, Grossmont College and District Services. The recipient of this award will be announced at the December Governing Board meeting, will receive a \$250 gift card and an inscribed plaque. Additionally, the recipient may also be nominated for a statewide award.

### Criteria:

Candidates of this award will be evaluated on the following criteria:

1. Proven excellence in job-related duties.
2. Initiative in maintaining a positive atmosphere and providing support for colleagues.
3. Service to the college(s) or district (college/district committees, volunteer work, professional development, service above and beyond job duties, etc.)
4. Creativity/ innovation.
5. Outstanding service to students (directly or indirectly).

### Nomination Process:

Classified Professionals may be nominated by a fellow staff member, faculty member, or administrator. All nominators must complete and submit the attached nomination form. Letters of support may also be submitted.

**NOTE:** If you are nominating a past recipient, unless the nomination form contains substantially new information, the Review Committee will not consider it for scoring. The Classified Senate Executive Board wants to give classified members yet to be recognized an opportunity to be honored. Please see the Districtwide Classified Senate website [here](#) for past recipients.

All applications must be received **no later than 5:00p.m., Friday, November 2** to [classified.senate@gcccd.edu](mailto:classified.senate@gcccd.edu).

Additional information about the Chancellor and Classified Senate Award can be found at the following link: <http://www.gcccd.edu/classified-senate/chancellors-award.html>

If you have any additional questions or concerns, please feel free to contact: Ariane Ahmadian at [ariane\\_ahmadian@gcccd.edu](mailto:ariane_ahmadian@gcccd.edu) or 619-660-4536.



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## *Nomination Form*

<b>Nominator(s):</b>	<b>Department:</b>
<b>Nominee:</b>	<b>Position/ Department:</b>
<b>Hire Date (to be provided by Classified Senate):</b>	

All responses should be typed or printed neatly in black ink. You may use separate sheets of paper, but please limit your answers to a maximum of two pages.

**Please describe the attributes of the nominee addressing the criteria listed below. For each, please provide at least one specific example to support your comments (#6 is optional). As previously mentioned, feel free to attach a separate document to expand on your answers.**

### Criteria:

1. How has the employee demonstrated excellence, or gone above and beyond the scope of generally assigned work duties? Please give *specific* examples.  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. How has the employee taken initiative to maintain a positive work environment and provide support for colleagues? Please include examples of how the nominee exhibits professionalism, sensitivity, consideration, advocacy and integrity.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. In what ways has the employee demonstrated service to the college or the district? Some examples include: committee/council participation, volunteer work, community involvement, professional development, etc.).  
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\_\_\_\_\_  
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4. Please provide examples (at least one) of how the employee has exemplified ingenuity or problem solving in his/her work? How has this creativity or resourcefulness impacted the department, division, site or the district?

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5. How has the employee provided outstanding service to students either directly or indirectly?

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6. Is there any additional information that would be helpful for us to know about this candidate? (optional)

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\*\*Please attach any electronic letter(s) of support to this form. (Optional)

**Thank you for taking the time to nominate this outstanding classified professional!**

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