Celebration of Excellence
Recognition Program | Award Criteria

PURPOSE:

The Celebration of Excellence recognition program was created in 2002 as an avenue for the Division of Student Affairs (DSA) at CSU- time employees within the Division of S who have been employed in the Division for at least one full year (this requirement mu nomination deadline). Length of employment includes time served in a full-time capacity in a c temporary role prior to gaining permanent employment status.

This award is presented to one individual or group of employees in the Division who has demonstrated an exemplary level of integrity and professionalism within the Division and University. The Pillar award is considered the Division's Employee of the Year Award.

Criteria for nomination:
- o Recipients of the Pillar of Excellence Award must demonstrate one or more of the following:
  - ƒ Dedication and commitment to achieving the mission/purpose of the University, the Division and their respective program(s)/service
  - ƒ Personal style and influence which motivates and inspires those with whom they interact
  - ƒ Performance of assigned tasks in an exemplary fashion while inspiring others to improve
  - ƒ Outstanding conduct and teamwork in the performance of their duties
  - ƒ Exceptional reliability, cooperation and collegiality toward achieving departmental, Division and University goals and objectives

Spirit of Excellence Award

This award is presented to up to two individual and/or group of colleagues outside the Division for their integrity, unwavering commitment to student success, spirit of collaboration in an environment characterized by adversity, and their continuous collaborative efforts in the pursuit of excellence.

Criteria for nomination:
- o Recipients of the Spirit of Excellence Award must demonstrate one or more of the following:
    - ƒ Assisted the Division of Student Affairs in acquiring resources for programs and services or implemented a new process or policy that supports student success
    - ƒ Demonstrated exemplary customer service and/or support for students and the Division of Student Affairs
    - ƒ Collaborated in identifying creative solutions that made a significant and positive difference for students and/or the Division of Student Affairs
    - ƒ Supported the holistic education for which CI stands

Excellence in Programming for DEIA & Belonging

Criteria for nomination:
- Programs receiving the DEIA & Belonging Award must exemplify one or more of the following:
    - o Addressed issues of DEIA and Belonging
    - o Met

NOMINATION & SELECTION PROCESS:

Nominations will be accepted each year through April 15.
- ƒ Nominations must be submitted electronically via the appropriate forms.
- ƒ Use a separate nomination form for each nominee (individual or group) and for each award.
- ƒ Incomplete nominations will not be accepted.
- ƒ Each award nomination should meet the minimum word count per section
- ƒ Nominations will only be accepted from employees within the DSA.
- ƒ Nominations must be received by the deadline.
- ƒ Multiple nominations do not guarantee an awardee of a particular category.

Award Recipient Selection Process:

All award nominations will be reviewed and rated by a Division committee comprised of the Division's Lead Team (4 AVPs) as well as one non-MPP staff member from each sub-area (4) in the Division. Each AVP will designate an alternate committee member to serve in the case of a conflict of interest with a committee member who is also nominated for a specific category.

For fairness, equity, and transparency purposes, a rubric (example below) will be utilized by each member of the review committee to evaluate each nomination of every award. The review committee will provide the i2[0c0j8(fT60)81(f]1c(-0,)0T0 0T cTd])TJy+3a(evd7)1 (a)-2 (t)4 (e)]TJtic-5 (,)936 (p)7 (a)-1.9 (.002 T1 (a(h