AWARD OF MERIT

The Award of Merit is intended to honor a staff member of Sargent College (administrative staff, non-faculty clinical staff, or non-faculty research staff) who has demonstrated excellence in his/her position and has made a positive impact on programs, faculty, students, and/or alumni.

The Award of Merit acknowledges staff members for their valuable contributions to Sargent College as evidenced by:

- Ability to foster a positive work environment
- Creative problem-solving
- Consistent production of high quality work
- Initiative in creation or improvement on college, departmental, research, or clinical processes or protocols
- Mentorship and training of others

Nomination Procedures:

I. Complete the nomination form provided that includes a one page narrative supporting the nominee. We encourage nominators to review and address the award criteria in their nomination. This nomination form must be signed by the nominees’ Department Chairman/Associate Dean or other supervisor if the supervisor is not the nominee.

II. Provide up to two additional letters of recommendation. Letters should be from non-student members of the Sargent community (faculty, staff, alumni, etc)

III. Submit all nomination materials to the Dean’s Office by March 8, 2019.
AWARD OF MERIT

NOMINATION FORM

Name of Nominee: __________________________________________________________

Affiliation with SAR: ______________________________________________________

Please describe below the ways in which the nominee meets the criteria for consideration for the Award of Merit. Attach up to two letters of recommendation to this form.

Your name as nominator: ______________________________________________________

Signature: _______________________________________ Date: _____________________

Telephone Number: ________________________________

E-mail address: ______________________________________

Supervisor name (for Sargent employees): _______________________________

Supervisor Signature: _______________________________ Date: ________________
Sargent College Award of Merit Review Form
(For review only; to be completed by members of the Review Committee)

The Award of Merit is intended to honor a staff member of Sargent College (administrative staff, non-faculty clinical staff, or non-faculty research staff) who has demonstrated excellence in their position and has made a positive impact on programs, faculty, students, and/or alumni.

Does the letter of recommendation indicate the nominee has demonstrated excellence in:

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<th>No noted contribution in this area</th>
<th>Identifiable Contribution</th>
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<tr>
<td>Fosters positive working environment</td>
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<td>Creative problem solving</td>
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