P&S Staff Award for Extraordinary Performance Nomination Form

Nominee:__________________________________________________________

Department and Position:_____________________________________________

Objective
To recognize a Professional and Scientific (P&S) staff member who
• has demonstrated exemplary performance while working at the College of Design;
• has demonstrated innovative, creative, or original ways to accomplish job
  responsibilities and effect positive change;
• has established a pattern of responsibility in performing job duties;
• has exhibited service to their department or unit and the College of Design;
• fosters a spirit of cooperation and strong interpersonal relationships with
  fellow employees;
• exhibits potential for future contributions to their department or unit,
  the College of Design, and/or their community.

Submit
• Completed nomination form (including list of recommendation letter writers and their
  relationship with the nominee).
• Nomination letter describing why this person deserves this award (purpose is to
  persuade those reviewing the nomination that this candidate is deserving of the award;
  cite specific examples).
• Three recommendation letters (no more than one-page per letter) with a maximum of
  one recommendation from a student. (A student recommendation is not required.)

Nominations for the 2021 award are due to Virgene Monthei, vmonthei@iastate.edu,
by 11:59 p.m. CST Sunday, Nov. 22, 2020.
**Recommendation Letter Writers**

1. Name: ________________________________________________________________

   Relevance to Nominee: ____________________________________________

2. Name: ________________________________________________________________

   Relevance to Nominee: ____________________________________________

3. Name: ________________________________________________________________

   Relevance to Nominee: ____________________________________________

Name of Nominator: ________________________________________________________

Signature of Nominator: ___________________________ Date: __________