

## **Nomination Process**

# **STAFF AWARDS**

## **AWARD CATEGORIES**



## **Board of Regents Staff Awards**

**A CUSS (Council of University System Staff) initiative, the University System of Maryland Board of Regents Staff Awards** represent the highest honor bestowed by the Board of Regents for achievements of Exempt and Non-



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A personal dedication to a project or cause that definitively improved the greater community Staff employee of the USM community who throughout his/her career has, in a collaborative and sustained manner, made a difference in the larger community

The award is based on a sustained record of service over a period of years carried out through the individual's role(s) in the University rather than as a private citizen

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To publicly recognize exemplary ideas that, when implemented, will serve to further the University System of Maryland's goal to continually increase the effective and efficient use of its resources. One award from the listed categories may be made for an exemplary initiative that has the potential to be implemented system-wide.

**Awards shall be bestowed in the following two categories:**

Academic Transformation

Improved learning and a minimum cost savings of \$10,000.00

Administrative Transformation

Improved effectiveness and efficiency resulting in a minimum cost savings of \$10,000.00

In addition to the existing application procedures, the nominee's packet needs to include:

1. A brief description of the innovative initiative
2. Potential benefits
3. Magnitude (single/multiple institutions or system-wide)
4. Effectiveness and efficiency to be attained (including estimated cost and/or resource savings)

Award recipients may be invited to address the Board.

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This award salutes the outstanding work of a USM staff member in their ability to build, nurture, and advance inclusion, multiculturalism, and social justice practices within their community. Their community may be comprised of their internal institutional community, their external institutional community, or a combination of the two.

**Review criteria includes outcomes, including, but not limited to:**

1. Community engagement in diversity dialogue and education
2. Examination and modification of current practices of one's department/institution that supports inclusion
3. Implementation of initiatives that foster inclusion, multiculturalism, and social justice



## **Eligibility**

1. Any employee or student may nominate



6. **Formatting** - All letters must use twelve (12) point Arial or Times New Roman font and one (1) inch margins. No more than 500 words on one (1) page. Recommendations letters cannot exceed one page and the Nomination and President's letter cannot exceed two (2) pages.

7. **Supporting Materials** - any additional materials (e.g., articles, awards, recognitions) that the nominee may feel reflect accomplishments that are **relevant to the award category**. Material should be current (during the past five (5) years) and limited to five (5) pages in length.

## **Submission of Packets**

Submission from our campus will be handled by the TU Staff Senate. Each nomination will be evaluated