Board of Governors’ Awards of Distinction

Award of Excellence – Administration

*Please complete this form and email it to* [*boardofgovernors@georgiancollege.ca*](mailto:boardofgovernors@georgiancollege.ca) *along with the scanned signature page;* ***deadline is Friday, February 12, 2016****. Inquiries regarding the awards may be directed to the Office of the Board of Governors at 705.728.1968, ext. 1252.*

**Purpose:** To honour an administrator who has made an outstanding contribution in support of Georgian’s strategic priorities.

**Eligibility:** Administrators of the college – full or part-time; only one award will be presented each year.

**Submission guidelines:** Please include key information that will enable the Recognition Committee to distinguish your nomination from others. If your submission is related to a specific project, you may include additional background information of 100 words or less.

A separate form must be signed by three individuals: 1) the nominator; 2) an individual from within and/or outside of the same academic area/department as the nominator; and 3) an individual from another academic area/department. Please scan and attach the completed form along with this submission.

Nomination form

*Do not alter the form in any way.*

**Name of the nominee:**

**Nominator:**

**Co-nominators (2):**

Please provide a brief description (max. 100 words) of the nominee’s contributions in each of the following areas, reflecting excellence in administration. The Recognition Committee will evaluate each section out of 3 – criteria met significantly (3), largely (2) or somewhat (1). Bullet points are acceptable.

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| **Achieved a significant outcome related to the college’s strategic and/or operational priorities** | /3 |
| **Demonstrated commitment to the values of the college** | /3 |
| **Successfully shared expertise with colleagues, staff, partners, students and others they are associated with, related to the outcome** | /3 |
| **Demonstrated commitment to learning. May include their own postsecondary pursuits or examples of how they are ambassadors of learning** | /3 |
| **TOTAL** | /12 |
| **Additional background information to support the nomination, if relevant** |  |