2013
Student Affairs
Distinguished Service Awards
Nomination Form

Name of Nominee: __________________________________________
(Please print or type)

Title: _____________________________________________________

Department:________________________________________________

☐ Professional ☐ Classified

Award Category:
☐ Outstanding Service ☐ Outreach Efforts
☐ Environmental Enhancement ☐ Research and Assessment
☐ Student Development ☐ Systems Innovations

Nominator: __________________________ Date: ___________________
(Please print or type)

Title: __________________________  Department:___________________

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Fill out this form: send it and the narrative in a sealed envelop to:

Attn: Susan DiMonda
Distinguished Services Awards Committee
Dean of Student Suite
222 Student Activities Suite
Z=2800
2013 Call for Nominations

Each year at the Annual Student Affairs Convocation, the Division recognizes the contributions of staff to the improvement of the quality of student life at Stony Brook. The Student Affairs Distinguished Service Awards are presented to a maximum of four staff members in recognition of significant accomplishments in six major areas: outstanding service, outreach efforts, environmental enhancements, research and assessment, student development and systems innovations.

Eligibility for Awards

Professional and classified staff are eligible for awards in any of the categories listed.

Nomination Procedure

Candidate must be nominated by two individuals other than themselves. One nomination must be submitted by the candidate’s supervisor or department head.

In submitting a nomination, please keep in mind that these awards recognize individuals for outstanding contributions in specific areas. Be specific and thoroughly describe the contribution(s) of your candidate in the chosen area. Please incorporate one or more of the following criteria, as applicable: creativity, complexity, originality; benefit to student community; effectiveness as it relates to students.

Deadline for nominations: Friday, October 4, 2013

Any questions, please call Susan DiMonda, Chair, Staff Development Committee: 632-7206

Award Categories

A. Outstanding Service

Individuals nominated in this category must have been outstanding in their specific area in demonstrating at a high level in any one or more of the following categories: creativity, complexity, originality; benefit to student community; effectiveness as it relates to students.

B. Outreach Efforts

Individuals nominated in this category should have initiated at least one new program, service or project that extended beyond the current services provided by the University. This program, service, or project can be geared towards either students, staff, or faculty. Nominated individuals should not only have designed the new program but played a major role in its implementation as well.

C. Environmental Enhancement

Individuals nominated in this category should have made one significant contribution towards improving the physical environment of the campus, making Stony Brook a safer, more beautiful, or more comfortable place to live and learn.

D. Research and Assessment

Individuals nominated in this category should have designed and/or conducted at least one new research or assessment project geared towards either students, staff, or faculty. Possible content areas include assessment of student development programs, delivery of student services, staff development, and student perceptions.

E. Student Development

Individuals nominated in this category should have made at least one outstanding contribution towards promoting student development (the human development of the college student). Successful candidates will have developed or assisted in the development of a program or project that helps students become autonomous, develop mature educational or career plans, develop mature relationships with peers, or increase their level of understanding of those of different backgrounds, habits, beliefs, values, or customs.

F. Systems Innovations

Individuals nominated in this category should have designed or implemented at least one new system that has brought about improved efficiency of operation, cut operating cost, or improved the quality of service provided. The new system should be one that will “stand the test of time.”