**Kishwaukee College Awards of Excellence Nomination Form**

In order to place a name into nomination, please provide responses to the following questions on this form or provide the information on separate pages and return this form to Cindy McCluskey, Executive Director Human Resources by email at kishhr@kish.edu, or via mail or intercampus mail, no later than 4:00 pm on **February 16**, **2023**. Your overall response should not exceed two pages**.**

The five award categories are:

* Faculty/Counselors/Librarians

Support Staff

* Professional Staff
* Adjunct Faculty
* Part-Time Benefited/Part-Time Non-Benefited Staff

(*Cabinet Level Administrators are ineligible to receive an Award of Excellence)*

Members of the selection committees will use the responses to the following questions in making their finalist recommendation:

1. Nominee’s Name and Position at the College (if position is known if not leave blank) Click or tap here to enter text.
2. Describe how the nominee has demonstrated excellence within his/her assigned duties and responsibilities at Kishwaukee College. Click or tap here to enter text.
3. Describe how the nominee has impacted the College beyond his/her assigned duties and responsibilities. Click or tap here to enter text.
4. How has the nominee provided leadership in helping the College fulfill its mission and achieve its vision? Click or tap here to enter text.
5. In what ways has the nominee served the larger community? Click or tap here to enter text.
6. How has the nominee grown professionally and kept pace with innovations in his/her field? Click or tap here to enter text.

All nomination materials will remain confidential and will only be viewed by members of the selection committee. In some instances, the nominees themselves wish to know who nominated them and are interested in reading the nomination materials. Therefore, please indicate your willingness to have this information released by circling your responses to the following two questions:

I give permission for my name to be released to the nominee [ ]  Yes [ ]  No

I give permission for the nominee to read the nomination materials [ ]  Yes [ ]  No

The committee recommendation will be forwarded to Dr. Laurie Borowicz no later than March 1, 2023 for further consideration by the Board of Trustees.

Click or tap here to enter text. Click or tap here to enter text.

**Name of Person Submitting Nomination Date**

 **Mission:** Kishwaukee College improves lives by providing equitable, student-centered education.

**Vision:** Kishwaukee College will provide accessible and innovative education by responding and adapting to changing student and community needs.

**Kishwaukee College Values:** Collaborative, Equity, Future Focused, Honesty, Quality, Supportive.