

Wichita State University
College Of Health Professions
Outstanding University Support Staff Award

The Outstanding University Support Staff Award may be awarded annually to a CHP University Support Staff who meets the following criteria:

- 1) Is a permanent WSU University Support Staff member
- 2) Displays exemplary service and outstanding contribution to their department, the College of Health Professions and Wichita State University
- 3) Exhibits campus involvement, excellent job performance, dedication, teamwork, professional demeanor, positive attitude, good work ethics, initiative and adaptability

All nominations must be accompanied by three (3) letters of support, one of which must be written by the nominee's immediate supervisor. The winner of this award will be recognized at the CHP retreat. Deadline for nominee submission is May 1.

Nominee's Name/Title: _____

Department: _____ Ext: ____ Box: ____

Nominated by: _____

Department: _____ Ext: ____ Box: ____

See accompanying Criteria, Nomination & Selection Process. Nomination and letters of support must be received by Melissia Ward, Box 43, no later than May 1.

CHP Outstanding University Support Staff Award

Criteria

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Nomination & Selection Process

- 1) The deadline for nominee submission is May 1.
- 2) The nominee's name must be accompanied by a description of significant accomplishments and examples of outstanding service provided to the department, CHP and/or WSU during the current academic year.
- 3) The nomination must be accompanied by three (3) letters of support. One of the letters must be from the nominee's immediate supervisor.
- 4) The winner of the award cannot be nominated again for 5 years.
- 5) The Faculty and Staff Committee will oversee the nomination process.
- 6) The Faculty and Staff Committee will forward a ranked list of nominees to the dean for final approval.
- 7) The winner of the award will be announced at the CHP retreat.
- 8) The winner will receive a plaque, which will be placed in the display case on 2nd floor until the end of the fall semester, at which time plaque will be given to the winner.