

2025

President’s Distinguished Service Award

&

Staff Excellence Awards

Nomination Forms

The University Staff Senate invites the Wichita State University community to submit nominations for outstanding University Staff for the 2025 President’s Award for Distinguished Service and the newly established Staff Excellence Awards. These awards recognize the dedication and excellence of Wichita State University Staff who have provided exemplary, dedicated and caring service to the WSU community that is **beyond the expectations** of the duties and responsibilities of their position. Selected honorees are recognized at the annual Shocker Pride Celebration. Nominations can be submitted by anyone from within the Wichita State University community

Nomination materials must be received by **5:00 pm CST on Friday, February 7, 2025.**

**Please send nomination electronically to Gabriel Fonseca at** [**gabriel.fonseca@wichita.edu**](mailto:gabriel.fonseca@wichita.edu)

**President's Distinguished Service Award**

Each year the University Staff Senate complete a call for nominations among their constituents. Members of each senate award committee select three individuals who have demonstrated outstanding service to the university community beyond their job descriptions. Honorees selected by each Senate are recognized at the Shocker Pride Celebration.

**To be eligible for the President’s Distinguished Service Award:**

* Nominees must be a permanent Wichita State University employee, with at least a .5 appointment and minimum of 1 year of service at WSU.
* Nominee must exemplify one or more of the following characteristics:
* Distinguished service to the University
* Distinguished service to the community
* Notable outreach efforts and/or forging of connection between WSU and the community
* Long-term commitment to WSU through extensive committee service

**Staff Excellence Awards**

Recognizing and celebrating the hard work and dedication of staff members at Wichita State University is essential to building a positive and engaged work environment. The Staff Excellence Awards aims to honor the outstanding contributions, leadership, and service of staff members at Wichita State University who go above and beyond in their roles. These awards will provide an opportunity to highlight the impact that staff have on the University’s success and to foster a culture of appreciation and motivation.

**To be eligible for the Staff Excellence Awards:**

* Nominees must be a permanent Wichita State University employee, with at least a .5 appointment
* Nominee must exemplify characteristics that pertain to each award.

1. **The Staff Excellence in Belonging Award:** The Staff Excellence in Belonging Award is presented to a staff member at Wichita State who prioritizes outstanding work on advancing belonging and inclusiveness to campus amongst staff members.
2. **The Staff Excellence in Engagement Award:** Staff Excellence in Engagement Award is an honor bestowed to an individual staff member who prioritizes engagement. The recipient is recognized for their commitment to building relationships with stakeholders and creating opportunities for partnerships that make a lasting impact.
3. **The Staff Excellence in Customer Service Award:** Staff Excellence in Customer Service Award is an honor bestowed to an individual staff member who prioritizes customer service. The recipient is recognized for their commitment to providing exceptional customer service to internal and external customers of the University.
4. **The Young Professional Award**: The Young Professional Award recognizes emerging leaders at Wichita State University who have demonstrated exceptional professional achievement, leadership, and commitment to the institution’s mission. This award celebrates individuals in the early stages of their careers who, through their contributions, have made a significant impact on their department, students, colleagues, or the broader university community. Nominees should have less than 5 years of professional experience
5. **The Everyday Hero Award**: The Everyday Hero Award is presented to a staff member at Wichita State University who goes above and beyond to help others on campus. This award recognizes a staff member who offers support to a colleague, assisting others, or solves unexpected challenges. This award celebrates those who are always ready to lend a hand and demonstrate extraordinary commitment to teamwork, kindness, and problem-solving.

President’s Distinguished Service Award

& Staff Excellence Awards Nomination Form

Background Information

|  |  |
| --- | --- |
| Name of Nominee: |  |
| Nominee’s Title/Position: |  |
| Nominee’s Department: |  |
| Nomination submitted by: |  |
| Your Title/Position: |  |
| Your Email: |  |

**To Nominate a Staff Member:**

* **Nomination Form:** Please complete and submit the nomination form.
* **Nomination Letter:** This letter should describe significant accomplishments and examples of outstanding service provided to Wichita State University
* **Letter of Support:** One letter of support from other individuals are **required** for eligible employees and should be included with the nomination form.

**Award nominating for:** (please place an X on the award you are nominating this person for)

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|  | President’s Distinguished Service Award |
|  | Staff Excellence in Belonging Award |
|  | Staff Excellence in Engagement Award |
|  | Staff Excellence in Customer Service Award |
|  | Young Professional Award |
|  | Everyday Hero Award |

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