DISTINGUISHED ALUMNI AWARDS
Distinguished Alumni Employee Nomination

NOMINATION DEADLINE: MONDAY, May 2, 2016 (by 5 p.m. MST)
All nominations must be RECEIVED by this time/date.

AWARD DESCRIPTION
The purpose of this award is to recognize an alumnus/alumna for his/her achievements to Colorado State University that have enhanced the University’s mission, reputation, or campus morale, and who represents the University with professionalism, enthusiasm, and dedication. The recipient must be a current CSU employee and a Colorado State University graduate.

AWARD CRITERIA
Ideal candidate must:
- Be a graduate of Colorado State University (bachelor’s, master’s, or doctorate).
- Be currently employed by Colorado State University.
- Have a minimum length of service of 10 years (must be professional employment, not student employment).
- Have demonstrated achievements through work at CSU that have significantly enhanced the University’s mission, reputation, and/or morale on campus.
- Represent the University with professionalism, enthusiasm, and dedication.
- Demonstrate their pride in CSU through contributions of time and/or resources.

GUIDELINES OVERVIEW
This is an overview of some of the nomination guidelines. For a full description of the guidelines and/or a list of past recipients, please refer to the website www.alumni.colostate.edu

Eligibility
- Candidates may only be considered for one award category per year.
- Candidates may only receive one award every five years.
- Past award recipients may not be re-nominated for the same award.
- Awards may not be given to persons whose election would generate a potential conflict of interest with their current responsibilities and their selection as a Distinguished Alumni Award recipient, such as:
  - Any person currently running for an elected office or being considered for an appointed political office.
  - Any person receiving monetary compensation from Colorado State University or its affiliates during the nomination process (exception: Albert C. Yates Student Leadership Award, Distinguished Faculty Award, and Distinguished Alumni Employee Award).
  - Current Colorado State University System governing board members, Alumni Association board members, and CSU Foundation and CSU Research Foundation board members.
  - Any person, who by other position of potential conflict of interest not previously identified above, is determined by the Awards Committee to be ineligible for this award.

General Guidelines
- Nominations must be RECEIVED by the posted deadline. Nominations received after the deadline are not guaranteed full consideration.
- All nominations must follow specific award guidelines. Specific guidelines are listed on each award form.
- Please do not submit paper nominations in a binder or a bound format.
SUPPORTING DOCUMENTS
With the nomination form, please attach the following:
1. Nominee's vitae/resume (please limit the vitae/resume to no more than 4 pages)
2. No more than 5 pages of supporting documents (i.e. letters of support, newspaper clippings, etc.)

MAILING ADDRESS
Submit complete nominations to:
Colorado State University Alumni Association
Distinguished Alumni Awards
7114 Campus Delivery
Fort Collins, CO 80523-7114

Or e-mail nominations to:
gloria.owusu@colostate.edu

Nominations must be RECEIVED by MONDAY, May 2, 2016 (by 5 p.m. MST) to be eligible.
DISTINGUISHED ALUMNI AWARDS

Distinguished Alumni Employee Nomination Form

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*denotes required fields/sections

NOMINEE INFORMATION

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<thead>
<tr>
<th>First Name*</th>
<th>Middle Initial</th>
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CSU Grad Year*: College:
Degree*:
Non-CSU Degrees (identify university and graduation year):

In which department is the nominee employed*: How long*:
Previous departments of employment:

Occupation/Profession: Title:
Business Address:
Business Phone:

QUESTIONS*

Please attach your responses to these questions. Each question has a size/length limit of 3500 characters, including spaces. Nominations that exceed the size/length restrictions may not receive full consideration.

1. How has the nominee enhanced the University's mission, reputation, and/or morale on campus through his/her work at CSU?
2. How does the nominee represent the University with professionalism, enthusiasm, and dedication?
3. List any committees, organizations, programs, etc. that demonstrate the nominee’s involvement within the University community.
4. In what ways has the nominee demonstrated pride in CSU through contributions of time and/or resources?

NOMINATOR INFORMATION

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