

BOARD OF REGENTS STAFF AWARDS (EXEMPT)

NOMINATION COVER SHEET

NOMINEE INFORMATION

Name: _____

Email: _____ Office phone: _____

USM Institution: _____ Department / Unit: _____

Position Title: _____

Years in current position: _____ Years at current institution: _____ Years in USM: _____

Award category (select one):

- Exceptional Contribution to the University and/or Unit
- Diversity, Equity, Inclusion, and Belonging
- Effectiveness and Efficiency
- Extraordinary Public Service for the University or Greater Community
- Outstanding Service to Students

NOMINATOR INFORMATION

Name: _____

Email: _____ Office phone: _____

USM Institution: _____ Department / Unit: _____

Position Title: _____

The nominator should collect the following materials for the preliminary deadline:

- This cover sheet, completed and signed
- Nomination letter (see attached form)
- Position description (see attached form) completed and signed by nominee's direct supervisor
- Recommendation letter #1 (see attached form), completed and signed
- Recommendation letter #2 (see attached form), completed and signed
- Recommendation letter #3 (see attached form), completed and signed