

**Outstanding Community Service Award**

### Nomination Form

This nomination form is due to the Unit Head by **October 1**. The nomination packet is due **November 1** to the Office of the Provost, sent electronically as a pdf file (40 page maximum), to provost@gvsu.edu.

## The undersigned academic unit nominates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name)

of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the Outstanding Community Service Award

(Academic Unit)

The Outstanding Service Awards are for outstanding service and are specifically separate from awards granted for outstanding teaching, scholarship, or other accomplishments. The **Outstanding Community Service Award** is for service to the community that involves the faculty member's professional expertise, including, but not limited to, the faculty member's specific discipline.

Letters of support will be provided by:

#### Type Name Organization\*

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\* Indicate whether GVSU faculty, staff or student (include academic unit or major). Others should indicate position or organization.

It is the responsibility of the Unit Head to assemble the following material in support of the nomination and to submit it to the Office of the Provost by November 1. Submission should be a PDF file of at most 40 pages.

1. This nomination form.
2. Three letters of support from faculty colleagues who have knowledge of the nominee’s service.
3. Two letters of support from non-faculty who have knowledge of the nominee’s service.
4. A current curriculum vitae.
5. A reflective statement from the nominee about service, including a summary of his or her service contributions over time (up to 1000 words).
6. If desired, other relevant documentation in support of the nomination, such as documentation of recognition or grants, or other materials pertinent to the nominee’s service.

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Nominator’s Signature