



**BOWLING GREEN STATE UNIVERSITY
CLASSIFIED STAFF
OUTSTANDING SERVICE AWARD
NOMINATION FORM 2010-2011**



I/We submit the Classified Staff Outstanding Service Award (CSOSA) nomination form in recognition of a classified employee whose efforts benefit students, academic units and the university community as well as encouraging and promoting excellence within the workplace. The nominated employee must be a permanent part-time and/or full-time classified employee. A maximum of three letters of support will be accepted.

Nominees and recipients of the CSOSA are recognized at the annual Classified Staff Awards Ceremony which is held on Wednesday, April 20, 2011, at 9:30 a.m. in 101 Olscamp Hall.

Nominee: _____ Department: _____

Provide up to three examples for each topic.

Exhibits dependability and/or commitment

Demonstrates respect in all forms of communication

Gives beyond what is required

Willing to give uncompensated time to University activities

Displays positive interaction with BGSU community

Promotes harmony with BGSU community

Achieves results by promoting teamwork

Identify ways in which staff member assists others either in their office or another department on campus

Nominated by: _____ Phone: _____

Department: _____ Email: _____

Vice President Responsible for Nominee's Department: _____

Attach a maximum of three letters of support:

1) Letter of Support from: _____

2) Letter of Support from: _____

3) Letter of Support from: _____

The deadline to submit nomination forms and letters of support is 5:00 p.m., Wednesday, March 23, 2011, and can be submitted by either mailing them to Teri Gentry, 213G Bowen-Thompson Student Union, or by e-mailing them to Teri at tgentry@bgsu.edu.