GRAND VALLEY STATE UNIVERSITY

**College of Community and Public Service Dean’s Administrative Professional Commendation**

Nomination Form

(This form is due by April 1st )

The undersigned nominator or nominating unit nominates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name and Unit/Department)

for the College of Community and Public Service (CCPS) Dean’s Administrative Professional Commendation.

Individual nominator or Unit/Department Head:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Signature)

The CCPS Dean’s A/P commendation is for outstanding contributions by a CCPS AP. This commendation is based on the following criteria:

- Making outstanding contributions to the University, professional field, and surrounding community;

- Embodying the University’s and CCPS’s mission, vision, and values;

- Bringing distinction to Grand Valley State University through his or her work.

The nomination must be supported by the signatures of two individuals. These signatures may be from within or outside the nominee’s unit/department.

**Print Name Signature Unit/Department/Division**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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It is the responsibility of the unit head and the nominator to work with the nominee to assemble the following materials in support of the nomination and to submit all materials and supporting signatures to the College Advisory Committee by April 1st:

 a. This nomination form

b. A statement from the nominator or nominating unit/department director/chair, one to two pages in length, which describes how the nominee meets the above commendation criteria

 c. Two letters of support from individuals other than the nominator

 d. The nominee’s current curriculum vita or resume

e. Other relevant documentation demonstrating how the nominee meets the above commendation criteria