Guidelines for the Dean’s Development Council Award: Outstanding Staff

The following guidelines will be adhered to in determining the recipient of this award:

1. A call for nominations will be distributed at least three months prior to the presentation of the award. One award will be presented annually at the Fall Kick-Off Luncheon held on August 15, 2023, in the TAMU MSC Bethancourt Ballroom.

2. The recipient must be a full-time/budgeted staff member of the School of Education and Human Development (SEHD) for a period of at least two continuous years prior to the nomination deadline. If you have any questions regarding a specific nominee’s eligibility, please contact Wendy Kreider at wkreider@tamu.edu or 979-845-6411.

3. The recipient must demonstrate outstanding accomplishments, beyond what their job description requires, that clearly warrant recognition such as:
   a. Exceptional work performance
   b. Noteworthy communication skills
   c. Positive and confident manner
   d. Cheerful and cooperative attitude
   e. Dedication
   f. Meets challenges

4. Nominations can be submitted by faculty, staff or students in the SEHD. Nomination packets may not exceed ten pages and should include a nomination form, a resume, a nomination letter, and at least one support letter (letters may not exceed two pages). Letters should cite specific examples of accomplishments. Only complete nomination packets will be forwarded to the selection committee for consideration.

5. Nomination letters should be addressed to the Dean’s Development Council Awards Selection Committee.

6. The recipient will receive a $1000 award that will be direct deposited into their payroll account as well as a certificate for the DDC Outstanding Staff Award given at the Fall Kick-Off Luncheon.

7. Recipients of this award are eligible for nomination again after five (5) years.

8. The recipient must be employed within the college at the time the award is presented; otherwise, the award will be presented to the first runner-up.

9. Nomination packets are to be sent to Wendy Kreider, 802F Harrington Tower-Mail Stop 4222 or via email at wkreider@tamu.edu by June 1, 2023.