



Student Affairs Employee of the Month Nomination Form

Call for Nominations:

The Vice Chancellor of Student Affairs recognizes EHRA & SHRA staff in the Division for their exemplary service and commitment to Appalachian State University's students and campus community. These exceptional employees live out our Student Affairs tagline (Care. Engage. Transform.) each day:

Care: Their work creates a culture of care that builds a foundation for students to thrive and be resilient

Engage: They contribute to a diverse, student-centered community that fosters local-to-global learning, leadership engagement, and service.

Transform: Their work transforms students into dynamic leaders and lifelong learners who will make a difference in their communities and throughout the world.

Eligibility:

The process for selecting recipients will be as follows:

- A five-person committee appointed by the Vice Chancellor for Student Affairs in consultation with the Director of Staff Development & Strategic Initiatives will solicit and review nominations.
- The committee will screen the nominations and seek additional information if needed.
- This process will take place on a monthly basis and all award winners will be recognized together at an end of year celebration.
- Recipients will receive acknowledgement and appreciation during the month they are selected from the Vice Chancellor's office. This will include a profile on the Scala screen and recognition on the Student Affairs website.
- Nominations for the February Student Affairs Employee of the Month are currently open and will close on Monday, January 29th at 12pm. Please [click here](#) to submit your nomination or use the printable document attached here.

care. engage. transform.

Student Affairs Employee of the Month Nomination Form

Date: _____

Nominee's Name (First, Middle, Last): _____

Nominee's Phone Number: _____

Nominee's Current Position: _____

Nominee's Department: _____

Nominee's Number of Years Employed at Appalachian in Student Affairs: _____

Nominee's Supervisor: _____

Supervisor's Phone Number: _____

Please describe below how the nominee above demonstrates the criteria of our Student Affairs foundational statements (Care.Engage.Transform). Any full-time permanent Student Affairs staff member may submit nominations. All are encouraged to participate in recognizing qualified and deserving staff. Please return your nomination form via campus mail: Suite 109, B.B. Dougherty, Attention: Traci Royster.