

Walker College of Business Outstanding Staff Award

Staff members play a vital role in supporting the Walker College's mission and in ensuring that the College's strategic plan is achieved. Staff are regularly called upon to serve the College, the University, and other organizations in important service capacities. The purpose of the College of Business Outstanding Staff Award is to provide recognition of outstanding staff accomplishments.

I. Eligibility And Nominations

1. All SHRA and non-faculty EHRA who have completed more than three years of service as full time, permanent employees in the Walker College of Business are eligible to receive the Staff Award, except that an award recipient is ineligible to receive the award again within the next four years.
2. Nominations may be made by colleagues, administrators, students, or alumni.
3. Thereafter, nominees shall be notified of their nomination and be requested to accept or reject it.

II. The Selection Process

1. The Staff Award Committee shall be comprised of the four most recent award winners. The committee chair will be the longest-serving committee member. Committee reappointments may be made at the discretion of the Dean.
2. The committee shall have broad discretion in carrying out its duties.
3. The committee will recommend at least two names to the Dean for the award, if eligible candidates exist. The committee may elect and is encouraged to submit the names in ranked order of preference. However, if no qualified nominees are deemed to exist, the committee is not bound to submit any nominees.
4. Deliberations in the committee should be confidential, and the committee will disclose no information on nominees or any other matters under its deliberation.

III. Selection Criteria

Consideration for the Staff Award may be based on one or more of the following criteria.

1. Dedication and Service

The nominee has exhibited unselfish devotion to duty far and above the normal requirements or expectations.

2. Innovation

The nominee has successfully established new and outstanding methods, practices, plans, or designs within his/her scope of employment.

3. Human Relations

The nominee has made outstanding contributions toward enhancing the quality and morale of the workplace.

4. Other Achievements

The nominee has made outstanding contributions and/or provided service to Appalachian or the surrounding community deserving recognition not described in the categories above.