

Bumpers College Excellence in Service Award for Classified Support Personnel

Award Objective: The Bumpers College Excellence in Service Award is presented to a Classified support personnel who consistently demonstrates a high level of commitment and dedication to the Dale Bumpers College of Agricultural, Food and Life Sciences. Nominees create an environment that develops, empowers, engages, challenges and motivates others, resulting in greater productivity, effectiveness, and a sense of belonging. They are problem-solvers that act with initiative within the workplace that reflects the mission of the College and essence of “Ag, Food, Life”.

Eligibility: Any Classified, full-time employee, with a minimum of 3 years of service within the College, and a majority budgeted appointment within the College is eligible for the award and may be nominated by any administrative unit. Self-nominations are supported. One Classified employee will be honored annually from the Dale Bumpers College of Agricultural, Food & Life Sciences.

Nomination Packet Checklist:

1. Completed nomination letter and description of nominee contributions (3 pages maximum)
2. Biographical sketch (one page maximum)
3. Any additional letters of support of the nomination (3 one-page letters maximum)
4. Nomination packet to be a maximum of seven, single-spaced pages
5. Submit all documents as a single PDF file

Nomination Process:

- Nomination packets exceeding seven pages will not be considered.
- The deadline for nomination materials to be submitted will be announced each fall by the Dean.
- Resubmissions with a current nomination form are acceptable for a period of three years (the initial submission plus two subsequent years).
- Any employee who has received the award in the past three years is not eligible.

Nomination Packet and Selection Criteria:

1. Awards Nomination Letter and description of the nominee’s contributions to their administrative unit and why these contributions demonstrate excellence in the workplace, evidence of personal growth, and self-improvement in their assigned role.
2. Biographical sketch entailing the nominee’s employment history within the College.
3. Any letters of support should address and evaluate the individual’s contributions to their assigned administrative unit, contributions to the mission of the College, why these contributions demonstrate excellence and provide evidence of personal growth and self-improvement in their assigned role.

The deadline for nomination materials to be submitted will be announced each fall by the Office of the Dean.