Student Services

Classified Staff Member of the Year Award

2018-2019

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**Presented at the**

**College Recognition Awards Ceremony on May 8, 2019**

**PURPOSE**

This award recognizes a classified staff member within Student Services at Grossmont College who has made outstanding contributions during the academic year to his or her program area, to the college, to colleagues, and most importantly, to Grossmont College students.

*Note: this award should not be confused with the districtwide Chancellor’s/Classified Senate award.*

**CRITERIA**

The awardee will have demonstrated an “above and beyond” approach to serving students, working with colleagues inside and outside of Student Services, serving on college committees and/or promoting college events and advancing the mission of Grossmont College.

**ELIGIBILITY**

Any full- or part-time classified employee within any area of Student Services may be nominated. Staff members may nominate more than one classified employee for this award.

**SELECTION PROCESS**

Nomination forms will be distributed and returned to the office of the Vice President ofStudent Services by **Monday, April 1, 2019.** A Classified Award Selection group will be convened to review the nominations and identify the selected staff member. The Classified Award Selection group will consist of two Student Services administrators, two faculty members, one Student Services supervisor and two students. **Final nomination due to the President’s office by April 15, 2019.**

**AWARD PRESENTATION**

The Student Services Classified Staff Member of the Year award will be presented at the collegewide recognition ceremony which takes place on Wednesday, May 8, 2019 at 3:30 p.m. in Griffin Gate.

**N O M I N A T I O N**

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**College Recognition Ceremony May 8, 2019**

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| --- | --- | --- |
| I nominate |  | for the Student Services Classified Staff |

Member of the Year Award.

The nominee has made the following outstanding contributions during this academic year to his/her program area, to the college, to colleagues and to Grossmont College students:

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In addition to the above, and as evidenced by the following, the nominee has consistently demonstrated an “above and beyond” approach to serving students, working with colleagues inside and outside of Student Services, serving on college committees and/or promoting college events and advancing the mission of Grossmont College:

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*(Please limit your remarks to 600 words or less. They may be typed separately and attached to this nomination form, or entered electronically and e-mailed to Graylin Clavell at graylin.clavell@gcccd.edu.)*

Please submit this nomination form to the office of the Vice President of Student Services by **Monday, April 1, 2019.**  If you have any questions about the award itself or the selection process, please contact Graylin Clavell at Ext. 7108.