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**UCCS EMPLOYEE OF THE QUARTER**

**NOMINATION FORM**

**INSTRUCTIONS FOR NOMINATOR:**

* Download and complete this form in its entirety.
* If desired, include a maximum of 3 additional letters of recommendation from colleagues.
* Email the completed nomination packet to committee co-chair Alex Koehler.

**NOMINATOR INFORMATION:**

Name:

Email address:

Department:

Title:

**NOMINEE INFORMATION:**

Name:

Email address:

Department:

Title:

**SUPPORT FOR NOMINATION:**

The nominator should respond to the four questions in this packet, beginning on page two. Please explain the nominee’s outstanding accomplishments above and beyond normal duties.

Please email this completed nomination form, as well as any additional letters of recommendation, to Alex Koehler at **akoehler@uccs.edu**.

**QUESTION 1**

Provide evidence of the nominee’s positive impact on the unit, university, university system and/or student body.

**QUESTION 2**

Provide evidence of improved unit/university performance.

**QUESTION 3**

Provide evidence of the nominee’s contribution to a positive work and/or campus

environment.

**QUESTION 4**

Provide evidence of behavior consistent with the UCCS mission, values and/or

principles of ethical behavior.

**Please email this completed nomination form, as well as any additional letters of**

**recommendation, to committee chair Alex Koehler, at** **akoehler@uccs.edu****.**