****

**2017 Presidential Exemplary Multicultural Engagement Staff Award**

The Commission on Diversity and Racial Equality (CODRE) is accepting nominations for the Presidential Exemplary Multicultural Engagement Staff Award. This is the third year for the staff award and it will provide an opportunity to recognize full and part-time university staff who have made notable accomplishments and commitments in the area of multicultural engagement while advancing the university’s diversity goals.

In addition to recognition, the award will offer both a commemorative medallion and a monetary gift. The purpose of this award is to recognize an individual that has demonstrated through their organization, leadership, and mentoring, the ability to promote the value of diversity within the university setting. The winner of this award should demonstrate merit not based only on the functions of his or her job, but also on extraordinary commitment beyond what would be considered satisfactory levels of job performance.

Exemplary multicultural engagement involves effective guidance and mentoring, critical thinking to support active and reflective learning for our students to achieve success, and demonstrating relevant events or opportunities to enhance human diversity.

The nominating form and additional information is available at the link below:

<http://louisville.edu/codre/programs>

Requests for additional information or inquiries should be directed to the following:

Fannie M. Cox, Chair Cathy Elliott

Diversity Programming, CODRE Program Coordinator [tjbate01@exchange.louisville.edu](mailto:tjbate01@exchange.louisville.edu) [ceelli03@exchange.louisville.edu](mailto:ceelli03@exchange.louisville.edu)

(502) 852-2705 (502) 852-5417

**DEADLINE** for the submission of nominations is **July 21, 2017**

**DEADLINE** for the submission of the Candidate’s form and statement is **July 21, 2017.**

{ SEQ CHAPTER \h \r 1 TC \l4 "**2017 Presidential Exemplary Multicultural Engagement Staff Award**

**GUIDELINES**

The U of L Diversity Programming Committee of the Commission on Diversity & Racial Equality (CODRE) and the Vice Provost for Diversity & International Affairs encourages students, faculty, academic departments, administrators, alumni, and trustees, to nominate members of the University staff for this award. Candidates must demonstrate excellence through their organization, leadership and mentoring as well as exhibit the ability to promote the value of diversity within the University setting. The winner of this award should demonstrate merit not based only on the functions of his or her job, but also on extraordinary commitment beyond what would be considered satisfactory levels of job performance.

Exemplary multicultural engagement involves effective guidance and mentoring, critical thinking to support active and reflective learning for our students to achieve success, and demonstrating relevant events or opportunities to enhance human diversity.

Selection criteria for the award reflect the diversity of academic disciplines, knowledge bases, scholarship and research found in urban, doctorate-granting institutions of higher education.

The ideal candidate is a person who demonstrates leadership in increasing the University’s commitment to diversity and inclusion. This includes, but is not limited to, promoting an appreciation of individual differences and working with others to find common ground. Recipients should demonstrate a commitment to diversity and inclusion through recruitment and retention efforts, teaching, research, multi-cultural programming, cultural competency, community outreach activities, or other initiatives.

**AREAS OF ACHIEVEMENT**

Success in leading and enhancing diversity and inclusion efforts can be demonstrated in many ways. Nominations should be based on demonstrated leadership in one or more of the following areas:

* Activities focused on the recruitment, retention, and professionally development of individuals who increase the diversity of our faculty or staff
* Development and/or implementation of activities to attract or recruit students who increase the diversity of our schools, or to help ensure the success of those students
* Activities aimed at creating leadership teams and organizations that promote a diverse and inclusive culture
* Development of programs, initiatives, or projects in the area of diversity and inclusion
* Collaboration with campus or community groups in the creation and implementation of programs, initiatives, or projects in the area of diversity and inclusion

**CRITERIA FOR SELECTION**

Nominees should be current full or part-time staff of the University of Louisville. Nominations can be submitted by individual employees (including supervisors, direct reports and peers of the nominees), students, university organizations, employee networks and diversity councils.

Applications will be judged on the following criteria:

* Demonstration of emerging or sustained commitment to the values of diversity, inclusion, and multiculturalism by documented efforts that are above and beyond the routine expectations of the job or project.
* Evidence of exceptional efforts to promote a University environment that is free from bias and discrimination.
* Substantiation through evaluation modalities of the contribution the individual has made towards advancing diversity and inclusion.

**ELIGIBILITY**

All University of Louisville staff, both full and part-time are eligible for nomination. Self-nomination is not permitted. Previous candidates will not be eligible unless re-nominated for the subsequent academic year. Previous Presidential Exemplary Multicultural Staff award recipients will not be eligible.

**NOMINATIONS**

Nominations will be accepted from any member of the university community (students, faculty and academic departments, staff, administrators, alumni and trustees).

**Nominations** shall include**:**

* Nomination Form with Nominator’s signature and Candidate’s signature
* Nominator’s Statement outlining the characteristics and qualifications of the Candidate that exemplify education that is multicultural
* Candidate’s Form and Statement which includes how one models multicultural programming in the university setting and supporting documentation, i.e. program description, assessments, impact, grants, etc.

**PROCEDURE**

The Presidential Exemplary Multicultural Staff Award selection committee will review all nominations and select the honoree. The Presidential Exemplary Multicultural Staff Award will be announced at the 2017 Outstanding Performance Awards.

**DEADLINE** for the submission of nominations for this award is **July 21, 2017**

**DEADLINE** for the submission of the Candidate’s form and statement is **July 21, 2017.**

**2017 Presidential Exemplary Multicultural Engagement Staff Award**

**CANDIDATE’S FORM**

 Candidate Statement Deadline: July 21, 2017

Candidate’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Academic Department\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Unit\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Status Full Time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Part-Time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nominator’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nominator’s Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I understand and accept this nomination and will submit supporting documents by July 21, 2017.**

**Candidate’s Statement should reflect the intent of this award.** As stated in the announcement, the intent of this Multicultural Engagement Staff Award is to affirm, value, honor and recognize members of the university staff (full or part-time) who incorporate multicultural and global perspectives into their programming. Nominees’ emerging or sustained commitment to the values of diversity, inclusion, and multiculturalism should be demonstrated by documented efforts that are above and beyond the routine expectations of the job, position or project.

**Supportive documentation should include the Curriculum Vitae (CV)/Resume and material that does not go back further than five years (i.e. 2012/2013 academic year).**

**Send the Candidate’s Form, Statement, and documentation by email to:**

Fannie M. Cox, Chair Cathy Elliott, Program Coordinator

Diversity Programming, CODRE Office of the President

Belknap Campus Belknap Campus

502-852-2705 502-852-5417

fmcox@louisville.edu ceelli03@exchange.louisville.edu