

## Academic Support Group (ASG) Staff Achievement Award

*The award recognizes outstanding achievement by staff member(s) to the University community.*

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- **Who is eligible:**  
Any full-time or part-time UPEI employees (individual or team) who are not members of the faculty or administrators/officers of the University. The award focusses on individuals or teams serving the greater campus community working with groups, such as faculty, staff, administrators, alumni. etc.
- **Who may nominate:**  
Any member of the campus community
- **Nomination requirements:**
  - completed nomination form
  - letter of introduction/support by the nominating person
  - brief UPEI employment history
  - 5 signatures of support
- **Send nomination submissions to :**  
Chair, ASG Awards Committee  
c/o Vice-President Academic Support
- **Deadline:**  
Monday, November 30, 2009
- **Judged by:**  
A committee consisting of :
  - Chair (a member of Academic Support Group)
  - One member of Academic Support Group
  - One faculty member chosen by the President of the Faculty Association
  - One member of the campus staff (previous ASG Award Recipient)
  - One member of the campus community chosen by the President
  - One student member appointed by the Student Union
- **Award will be presented at:**  
A reception in December

## NOMINATION FORM

### ACADEMIC SUPPORT GROUP (ASG) STAFF ACHIEVEMENT AWARD

Each nomination must include this completed form.

*Please fill in the information below. This form must accompany a letter and other materials in support of the nominee. Please submit these to Nomination Committee Chair, c/o Vice-President Academic Support by Monday, November 30, 2009.*

**Nominee's name:**

**Position and department:**

**Career highlights:**

**Special achievements and/or activities that led to nomination (include dates as appropriate):** *up to 500 words in support.*