

**Submission Deadline:**  
Wednesday, March 27, 2019

## Overview

The Sonoma State University Team Impact Award is intended to recognize outstanding service by 2 or more individuals, i.e. student, staff, faculty, volunteers, and/or MPP who collectively make up a "team", and is awarded to one "team" each year.

## Participation and eligibility

All participants on team (2 or more individuals) must be current constituents of the campus community: student, staff, faculty, volunteers, and/or MPP. The team must have a specific mission or purpose and be working on project(s) outside of normal scope of job responsibilities, i.e. taskforces, committees, cross-functional work groups, and/or department(s) working on special project(s).

## Criteria

Team Impact recipients must have made a significant impact on the university through exceptional performance, excellent service to students, ingenuity, and high standards of leadership, **as demonstrated by one or more of the following:**

- ✓ Contributions to and demonstrated commitment to the university's mission and core values, particularly in diversity and actions that improve student service(s) and success
- ✓ Demonstrates exceptional communication and cross-campus collaboration to build collegiality of members of the campus community
- ✓ Promotes improvements in health, safety, and work environment of the campus community
- ✓ Achieves significant improvements in organizational innovation, ingenuity, efficiency and/or technological advancement

## How to Nominate

1. Complete the nomination form below providing specific examples of the "team's" outstanding service in the areas listed. Nominators may only nominate one "team" per cycle, teams may also self-nominate.
2. Submit nomination form to [hr@sonoma.edu](mailto:hr@sonoma.edu) to be reviewed for eligibility, HR will then route to the "team" who must accept the nomination and return the form to HR. As applicable, HR may also consult with team members' Appropriate Administrator(s) to solicit additional feedback.

## Awards

Recipients of the Team Impact Award receive: \$2,000 (divided among the recipients), a personalized plaque, a photo on the campus HR website, and recognition at the annual Appreciation event!

Full program details can be found on the [Team Impact Award](#) webpage.

To prepare a nomination, please complete this form and email to [hr@sonoma.edu](mailto:hr@sonoma.edu). The deadline for submission is **Wednesday, March 27, 2019**. The recipients will be notified at the annual Appreciation Day event in April.

**Name of Team being nominated:**

**Team's Department (if applicable):**

**Team's Appropriate Administrator (if applicable):**

**Nominated by:**

Campus Ext.

Date

Describe how the Team has demonstrated **one or more of the criteria listed below, using specific examples. If the team has a mission or purpose, please define. Please use as much detail as possible; the Awards Advisory Committee will use only information submitted for consideration to make its recommendation - a minimum of 300 words is required.**

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**Please accept the nomination of the above-named team for the following reasons:**

(attach additional pages as needed)

Nominator Signature

\_\_\_\_\_ Date \_\_\_\_\_

Vice President Signature

\_\_\_\_\_ Date \_\_\_\_\_

Vice President Signature

(if team members are in multiple divisions)

\_\_\_\_\_ Date \_\_\_\_\_