This form is to be used for nominations for the College of Liberal Arts & Sciences Mary Louise Kelley Staff Excellence Award. Please refer to the nomination instructions for eligibility criteria and for information about the nomination and selection process.

**NOMINATION DEADLINE:** Friday, February 9, 2018

A. Nominee’s name: ___________________________  Job Title: ___________________________
   
   Department: ___________________________  Campus address: ___________________________
   
   Phone: ___________________________  e-mail: ___________________________

B. Attach a brief description, NO MORE THAN 500 words in length, describing the nominee's special contributions to his or her department or to the College. This document should explain how the nominee goes beyond normal expectations for performance of his or her job duties.

C. Names of others who have agreed to support this nomination if applicable.

___________________________________________________________________________

___________________________________________________________________________

Nominator’s Signature: ___________________________  Date: ___________________________

Nominator’s Name: ___________________________  Phone: ___________________________

Campus address: ___________________________  e-mail: ___________________________

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**DEO/Supervisor Endorsement**

DEO/Supervisor’s Signature: ___________________________  Date: ___________________________

DEO/Supervisor’s Name: ___________________________

Comments (optional): ___________________________

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Send all materials electronically to kari-gates@uiowa.edu