



## EEO Category Award Nomination Form

**Deadline: Friday, April 29, 2022 at 5 pm**

This award was created to recognize the outstanding staff members from EEO categories 1, 3, 4, 5, 6, and 7. EEO Category winners will receive a monetary award and plaque which will be presented at the Staff Appreciation awards ceremony on May 31, 2022 (more details about the ceremony will follow at a later date). **\*Winners will be chosen based solely on the information provided in this nomination form, so it is recommended for the nominator to obtain as much information as needed from the nominee when completing the following questions.**

**Nominee Information** *(all information of the nominee should be completed; seek input from the nominee, if needed)*

Nominees must be active, permanent, full-time employees of the University of Mississippi and must have been employed by the University for at least one (1) year of continuous service in a classified EEO category 1, 3, 4, 5, 6, or 7. Nominations should be for an individual who has consistently gone above and beyond in their service to the University.

Name of Nominee: \_\_\_\_\_

University ID #: \_\_\_\_\_ EEO Category #: \_\_\_\_\_  
(If you are unsure, please check with HR.)

Email Address: \_\_\_\_\_

Job Title: \_\_\_\_\_

Department: \_\_\_\_\_

Date of Permanent Full-time Employment at UM: \_\_\_\_\_

**Nominator Information** *(all information of the nominator should be completed)*

The nominator must be an active, permanent, full-time employee of the University serving in a classified EEO category 1, 3, 4, 5, 6, or 7. The nominator and nominee are not required to be in the same EEO category. The nominator may only nominate one person per year for this award.

Nominated By: \_\_\_\_\_

University ID #: \_\_\_\_\_ EEO Category # \_\_\_\_\_  
(If you are unsure, please check with HR.)

Email Address: \_\_\_\_\_

Job Title: \_\_\_\_\_

Department: \_\_\_\_\_

Date of Permanent Full-time Employment at UM: \_\_\_\_\_

In what capacity have you known the nominee? \_\_\_\_\_  
\_\_\_\_\_

How long have you interacted with the nominee? \_\_\_\_\_

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**Nominee’s Outstanding Performance and Accomplishments**

1. Please list any outstanding job-related contributions/performance that this person has made to the University that can be classified, in your opinion, as "above and beyond the norm."
  
  
  
  
  
  
  
  
  
  
2. Was his/her outstanding performance consistent or observed during the COVID-19 pandemic?
  
  
  
  
  
  
  
  
  
  
3. Why should the nominee be selected as the outstanding staff member in his/her EEO Category?



**Nominee’s Outstanding Character Traits:**

1. Please list/outline the nominee’s work-related character traits. For example, initiative, pride in their work, mentorship to others, relationships with others, willingness to learn, etc.

2. Please describe the nominee’s personality and character traits. For example, honesty, trustworthy, dependable, respectful, positive, etc.

Send your written nomination form in campus mail to **Dr. Prema Balachandran at 212E, TCRC West, NCNPR, School of Pharmacy**, or type out needed info and email to [staffcouncil@olemiss.edu](mailto:staffcouncil@olemiss.edu).

**\*Please submit either an electronic nomination on myOleMiss OR a written nomination form; duplicate submissions will not be accepted.**