The Office of Diversity Relations and the Office of Academic Affairs are pleased to announce the 2010 CAES Diversity Awards. These awards recognize outstanding accomplishments of individuals, groups, or teams who have contributed to diversity and inclusion efforts at the University of Georgia, College of Agricultural and Environmental Sciences. Awards of up to $1000 will be granted to support diversity initiatives in the 2010 academic year. One award will be given in each of the following categories:

- Faculty
- Staff
- Student or Student Groups
- Departments/Units

The CAES Diversity Awards recognize contributions to diversity that go beyond the nominee's assigned duties. Up to four College-level recipients will be recognized, limited to one person per unit or department.

ELIGIBILITY
Nominees can be academic or administrative units (or teams within a unit), campus organizations, student groups, faculty or staff who have implemented policies, procedures, and/or programs to enhance diversity. Diversity includes age, race, ethnicity, gender, national origin, language, religion, creed, sexual orientation, socio-economic status, and disability.

CRITERIA
Submit a letter of nomination (not exceeding four pages) that addresses how the nominee has demonstrated a significant commitment to enhancing diversity through one or more of the following:

- Description of accomplishments, leadership, and service in support of diversity enhancements
- Description of achievement in creating a supporting environment that promotes diversity and inclusion
- Description of achievement in recruiting and retaining diverse groups to faculty, staff, and administrative positions
- Description of achievement in recruiting, retaining, and graduating diverse groups of students

The nominating letter should cite specific accomplishments and services of the nominee in relationship to any or all of the above four criteria. Specifically, address the following:

- What is the purpose and scope of the effort or event (is it targeted at faculty, staff or students)?
- Discuss the sustainability of the effort or event (is this an on-going effort or a one-time event?).
- What activities does the effort or event include?
- Why does the group or individual deserve recognition for the program, curriculum, training, etc?
- What obstacles had to be overcome to execute the effort?
- How is this initiative innovative?
- What impact has the effort had?
- How has the effort supported organizational change?
- Discuss how the effort conveyed cultural inclusivity and appreciation for diversity.

NOMINATION
Nominations can be made by any CAES employee who is familiar with the nominee's commitment to diversity. Special attention should be given to recognize efforts that have the potential to be sustained over time or can be replicated in comparable situations.

DUE DATE AND SELECTION PROCESS
The completed packet, including the letter of nomination and the nomination form, must be received by July 23, 2010; after that date, the Diversity Awards Committee will review the nominations and select the recipients.

Nominations should be submitted to: Diversity Awards, College of Agricultural and Environmental Sciences, Office of Diversity Relations, 204 Lumpkin House, University of Georgia, Athens, GA 30602. Questions about the awards or nomination process should be directed to Dr. Ronald Walcott at 706-542-2713.

RECOGNITION PROGRAM
The selected awardees will be recognized at the D.W. Brooks Lecture, October 5, 2010, at the Georgia Center for Continuing Education.
The College of Agricultural and Environmental Sciences
Office of Diversity Relations
The D.W. Brooks Faculty Awards for Excellence

2010 CAES Diversity Award Nomination Form

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NOMINEE INFORMATION:

Last Name______________________ First Name_______________ Title ___________________

Department/Office/Organization_____________________________________________________

Campus Address______________________________ Work Telephone_____________________

Check One:  Faculty_____ Staff_____

For Unit/Department/Student Group Nominee

Unit/Department/Student Group Name:________________________________________________

Lead Contact Person for Nominated Unit/Department/Student Group____________________

Address______________________________________________________________________

Work Telephone________________ E-mail___________________________________________

Signature of Nominee’s department Head_________________________________________

NOMINATOR INFORMATION:

Last Name_______________________First Name______________ Title____________________

Campus Address________________________________________________________________

Department/Office/Organization_____________________________________________________

Work Telephone________________________ E-Mail___________________________________

Attach letter of nomination (per instructions on accompanying page) to this form.
Please submit by **July 23, 2010**, to the following address:

CAES Diversity Awards
CAES Office of Diversity Relations
204 Lumpkin House
University of Georgia, Athens, GA 30602
Phone: 706-542-2713  Fax: 706-542-8820