

**NOMINATION FORM
THE LOUIS AND DORIS WISE SUPPORT STAFF AWARDS
DIVISION OF AGRICULTURE, FORESTRY AND VETERINARY MEDICINE**

NOMINEE

DEPARTMENT

ADDRESS

PHONE

CATEGORIES	Professional, Non-faculty	Secretarial/Clerical
	Technical/Paraprofessional	Service Maintenance

Nominee's Position Title:

<i>Years of Service:</i>	Total at MSU
	Division of Agriculture
	Present Position

CRITERIA FOR NOMINATION

The nominees are evaluated on exceptional service to the Division, the University, and the public in the areas of:

Job Involvement	Adaptability
Knowledge	Initiative
Positive Attitude	Creativity
Dependability	Accomplishments
Judgment	Ability to Effectively Interact with Others

Each nomination shall consist of the following:

1. This form as the **cover** sheet.
2. At least **3 and not more than 5** typed letters of recommendation addressing why nominee is exceptional.

Please return the nomination in a sealed packet by Friday, **June 28, 2019** to:

The Louis and Doris Wise Support Staff Award
Office of the Vice President
Division of Agriculture, Forestry and Veterinary Medicine
Mail Stop 9800
203 Bost
Mississippi State, MS 39762

NOMINATOR/JOB TITLE

PHONE

ADDRESS

SIGNATURE

SIGNATURE/TITLE OF NOMINEE'S SUPERVISOR

(Certifies nominee as employee in good standing)

(additional information on next page)

THE LOUIS AND DORIS WISE SUPPORT STAFF AWARDS PROGRAM

Employees Eligible:

Any employee in the Division of Agriculture, Forestry and Veterinary Medicine who works .50 FTE or more, is appointed to a permanent position, and has worked at least three consecutive years in the Division (as of June 30, 2019) on- or off-campus. An employee becomes ineligible after having received the award once.

The Award: Cash award based on availability of funds