

Chancellor's Citation for Excellence 2025-2026 Nomination Coversheet

Award category

Please select **one** Chancellor's Citation for Excellence (CCE) category:

- ☐ Award for Faculty Excellence and Scholarly Distinction (for faculty)
- ☐ Award for Outstanding Contributions to the Student Experience and University Initiatives (for faculty)
- ☐ Award for Outstanding Contributions to the Student Experience and University Initiatives (for professional staff)
- ☐ Award for Outstanding Contributions to the Student Experience and University Initiatives (for support staff)
- ☐ Award for Excellence in Student Research (for graduate student)
- ☐ Award for Excellence in Student Research (for undergraduate student)
- ☐ Lifetime Achievement Award (for faculty)

Nominee

Nominee (full name): _____

Title (for faculty or staff): _____

Email: _____ Phone: _____

School, college, or division: _____

Dean/administrator (full name): _____

Dean/administrator email: _____

Department, school, or unit (where relevant): _____

Chair/director (full name): _____

Chair/director email: _____

Nominator

Primary nominator (full name): _____

Title: _____

Email: _____ Phone: _____

The nomination packet (single PDF) includes these four items in order:

- 1) This coversheet (must include dean/administrator's signature)
- 2) Formal nomination letter (no more than three pages) that includes:
 - A short description of the nominee's work and accomplishments (a link to the nominee's professional website may be included as supporting evidence)
 - A discussion of the nominee and their work *in relation to* the selection criteria for the appropriate award category

NOTE: Nominations of support staff may include a brief video, in place of a nomination letter, describing how the nominee's work and accomplishments address the CCE's overall purpose and the relevant award category.

- 3) A short *curriculum vitae* for faculty, a resume or biography for staff, or a resume for students
- 4) Supporting materials (maximum of 25 pages) that display or exemplify the nominee's work, such as summaries of the impact of a nominee's creative work, research, or scholarship, awards, letters of endorsement, or a personal statement

NOTE: For nominations of support staff, a brief video of their work and how it contributes to the student experience and/or the University's mission and goals and/or video testimonial from the nominee's supervisor may be submitted.

Primary nominator's signature: _____ Date: _____

Dean/administrator's signature (concurrence): _____ Date: _____

Nominations are due Friday, December 5, 2025. Please email the nomination as **one PDF** to Amanda Latreille, Faculty Affairs Specialist, at arlatrei@syr.edu (subject: CCE nomination).