

## GPSA Distinguished Contribution Award

The purpose of the GPSA Distinguished Contribution Award is to formally acknowledge up to three members of the UNLV community (Administration, Faculty, and Staff) who have made contributions that better the life of graduate and professional students.

Application Deadline: December 7

### Process

**Checklist/Coversheet for GPSA Awards** - Must be attached to each nomination. Notification is sent annually by the GPSA Office to each campus department (late Fall).

**Nominations:** Current members of the GPSA Council, the GPSA Executive Board, members of Administration, full-time faculty members, or UNLV Staff may nominate current members of Administration, Faculty, and Staff for this award. Departments/Faculty may recognize more than one nominee from their respective departments. Each nomination application is to be regarded separate and unique; duplicate or closely worded recommendation letters will be invalidated. Each nomination must contain, and is limited to, the following:

- Formal letter of nomination from a current member of the GPSA Council, the GPSA Executive Board, member of Administration, full-time faculty member, or a member of UNLV Staff, using the guidelines noted under Criteria
- Curriculum Vitae/Resume containing a listing of scholarly activity, leadership/service activities, awards, and honors of nominee
- Supplementary materials as specified under Criteria

### **Selection Timeline (All GPSA Awards):**

- Awards Committee formed: September (1 year term)
- All award nominations distributed to Awards Committee: December Council Meeting
- Awards Committee evaluates all nominations: end of January
- Awards Committee recommends recipients to the GPSA Executive Board by January 30<sup>th</sup>.

### **Composition of the GPSA Awards Committee:**

- GPSA department representatives must be appointed members of the GPSA Council, each representing separate colleges. In cases where the nominee is from the same department as a selection committee member, the chairperson will vote in lieu of that committee member.
- A non-voting (except in cases of tie decisions or conflict of interest) chairperson—a representative from the GPSA Executive Board.

### **Criteria for GPSA Distinguished Contribution Award:**

#### **Letter of Nomination:**

- The nomination letter must clarify how the nominee has demonstrated outstanding performance to their department, campus, and the Las Vegas community. The letter should be written in such a way as to clarify the nominee's activities from other dedicated graduate and professional students.
- The letter of nomination must address the nominee's contribution in terms of long term value to the UNLV graduate and professional student body.

**Supplementary Materials:** Every nomination must contain the following additional materials:

- A personal statement by the nominee (max 300 words) describing the nominee's service contributions to their field, to the campus and Las Vegas community.
- The nominee's current Curriculum Vitae.

**\*\*Please note:** These are competitive GPSA Awards. Incomplete applications will not be considered.