

The Williams Outstanding Technology Service Award

Illinois State University

Purpose

The Williams Outstanding Technology Service Award was established in 2001 by David B. and Kay O. Williams to recognize an individual who has made extraordinary contributions to the University in the area of technology and service. The purpose of the Williams Outstanding Technology Service Award is to provide significant recognition and a monetary award to a staff person who has made extraordinary contributions to the University in an area of technology support that has a direct impact on scholarly activities of students and/or faculty. The award recipient will be announced annually during the spring semester Founders Day Celebration, and will receive an individual recognition plaque, will have her/his name plate added to the permanent plaque in the Bone Student Center, and will receive a \$500 cash award to support professional development. This award will help recognize Dr. Williams' commitment to building a "technology-friendly campus" in support of learning, teaching, research and creative activities at Illinois State University.

Candidate Qualifications

Candidates for The Williams Outstanding Technology Service Award must meet the following criteria:

- a. Demonstrate outstanding service in a computer or technology support position to learning, teaching, research and creative activities in any area of Illinois State University that has a direct impact on scholarly activities of students and/or faculty.
- b. Must hold a full-time academic professional or civil service position at Illinois State University in a technology role.
- c. Employed for four or more years in this or a similar role at the University.
- d. Must have made an extraordinary contribution in the support area of technology that is readily acknowledged by peers.
- e. A full-time employee of the University must nominate the recipient and complete the nomination form. Three letters of support shall be provided: one letter from outside of the nominee's area of employment, all written within the year of submission.

Award Selection and Administration

The Provost or Provost's designee at Illinois State University will be the Fund Administrator for The Williams Outstanding Technology Service Award. The Fund Administrator, on recommendation from the Office of Academic Technologies *ad hoc* Awards Committee, will be responsible for identification of eligible candidates, selection of the award recipient and distribution of awards.

Completed applications should be mailed to Mark Walbert, Campus Box 4000, brought to HOV 401, or e-mailed to mwalbert@illinoisstate.edu no later than **21 November 2018** at noon.

The Williams Outstanding Technology Service Award

Illinois State University

Nomination Form

Name of nominee:

Campus address, phone, & email:

Department:

Number of years employed at Illinois State:

Please attach the following to this *Nomination Form*:

1. A letter that describes how the nominee has made an extraordinary technology support contribution to the University that has a direct impact on scholarly activities of students and/or faculty; a contribution that is readily acknowledged by peers for its impact on learning, teaching, research, or creative activities.
2. The nominee's job description. The nominee must hold a full-time academic professional or civil service position at Illinois State in a technology role.
3. Two additional letters of support; one letter from outside of the nominee's area of employment, both written within the year of submission.

Name of Nominator:

Campus address, phone, & email:

Please return completed nomination form to: Mark Walbert, Campus Box 4000, brought to HOV 401, or e-mailed to mwalbert@illinoisstate.edu

Application Deadline: 21 November 2018 at noon.