

NCTA FACULTY AND STAFF AWARDS

General Description

Annual faculty and staff awards recognize the efforts of select individuals employed by NCTA, who have demonstrated excellence in teaching, service and community service. The guidelines that follow provide additional information for each award, the establishment of an awards committee, the nomination process for each award, and a timeline for the awards presentation.

Awards Selection Committee and Procedures

Committee Membership

- Membership of the committee shall include two full-time faculty; two support staff; and one administrator (Dean or Associate Dean). A chair will be selected annually.
- Members will serve staggered 3-year terms beginning in September and will be selected by Faculty and Staff Senates.
- If one of the committee members has been nominated for an award or has offered a letter of support for a nominee, the member will be replaced with another employee in an equivalent position for the evaluation process.

Selection Procedures and Timeline

- Call for nominations – January 15
- Deadline for receipt of nominations – March 31
- Presentation of awards – annual faculty/staff luncheon in May after graduation
- The nominees will be evaluated by the Awards Selection Committee using the criteria described below for each award.
- A maximum of one award per category will presented each year.
- If no nominations are received, the committee may select a recipient using the criteria described for each award.

Criteria for Faculty and Staff Awards

Excellence in Service

This award recognizes outstanding service at NCTA by staff. Nominees may include any employee at NCTA that have a supporting staff responsibility. Principal criteria include outstanding contributions in support of the NCTA campus, faculty/staff, and student body.

Complete a concise summary of the nominee's contributions, not to exceed three pages, explaining why the nominee is qualified to receive the award.

- The nomination may also include quotes from faculty, staff, and students
- The nomination may also include signatures of faculty, staff, and students in support of the nominee.

Framed certificates will be presented to each award recipient.

Bruntz Family Award for Teaching

The *Bruntz Family Award for Teaching* is awarded annually to an NCTA faculty member who has had an extraordinary impact on NCTA students. This award was established in memory of Julie Bruntz whose life and early career were put on a strong positive trajectory as a result of her interaction with an NCTA faculty member. Award recipients will receive a \$1000 check and have their name added to an honorary plaque hanging in the Agricultural Industry Education Building. All full-time faculty are eligible

The primary criteria used in the selection of the award recipient is the faculty member's impact on the growth and development of students; innovative or unique approaches that result in learning, ability to clearly communicate ideas, motivation of the intended audience, and recognition of accomplishments by peers and the intended audience.

Complete a concise summary of the nominee's contributions, not to exceed three pages, explaining why the nominee is qualified to receive the award.

- The nomination may also include quotes/letters from faculty, staff, and students
- The nomination may also include signatures of faculty, staff, and students in support of the nominee.

NCTA Community Award

This award recognizes outstanding contributions to NCTA, the Curtis community, and rural Nebraska during the current award year. Nominees may be any current administrator, faculty or staff. Principal criteria include any contributions to NCTA, the Curtis community, and rural Nebraska that are above and beyond the employee's primary responsibilities. The recipient should have represented NCTA with honor and integrity in the community and state.

Complete a concise summary of the nominee's contributions, not to exceed three pages, explaining why the nominee is qualified to receive the award. This statement serves as the nominator's letter of support for the nominee. Three supporting letters from individuals that are not employed by NCTA shall be submitted with the nomination document. These letters should not exceed two pages in length.

Framed certificates will be presented to each award recipient.