



SCATCC Award Program Nomination

Nominee

Nominator

Prefix First Last Suffix

Prefix First Last Suffix

Title

Title

Address

Address

City State Zip

City State Zip

Phone

Phone

E-Mail

E-Mail

___ **Please check here if the candidate is unaware of nomination**

Please mark the category in which you are submitting this nomination

___ **Commissioner**

___ **Equity**

___ **CEO**

___ **Faculty Member**

___ **Professional Board Staff member**

SCATCC Awards Program Instructions

The SCATCC Awards program is designed to recognize and honor outstanding Technical College Commissioners, equity programs, Presidents, faculty members and professional board staff members. In order to be considered for an Association Award, you must submit a complete nomination. All applications are confidential.

Step 1. Nomination period opens January 1, annually.

Nominating Process:

Who May Nominate: SCATCC Awards nomination may be made by a two year technical or community college board of commissioners. All boards submitting nominations must be SCATCC members.

Selection Process: The SCATCC Executive Board will serve as SCATCC Award Committee. (Any awards committee member whose college submitted nominations) will refrain from voting within that category.)

Procedure for Submitting Nominations: In order for a nomination to be considered, all of the following items must be included. **The total length must not exceed six pages.**

- a. A letter from the board outlining board support.
- b. Answer the questions under the “Criteria” section in the order listed. **A response covering each question is required.** It is ok to state a “no” answer.
- c. A nominee’s resume of no more than two pages may accompany the official nomination (not required); however, a resume will be considered part of the six page total.
- d. A narrative statement not exceeds 150 words that explain the nominee’s qualification and is suitable for use in SCATCC publicity materials.
- e. A photo of the nominee should accompany each nomination.

Nominations must be either emailed to info@scatcc.org or mailed to 2711 Middleburg Drive, Suite 313B Columbia, SC 29204 by March 1, annually.

Step 2. Nominations for SCATCC Awards in the following categories:

a. Commissioner Leadership –honors an individual who has made significant contributions to promote the technical or community college concept. **Eligibility:** Any commissioner or former commissioner of the institution is eligible to receive this award. ACCT Board Members currently serving are not eligible for nomination. **Criteria:**

1. Has the trustee served as an officer of the college's board of trustees?
2. In addition to service on the board of trustees, in what capacity has the trustee participated in community life, i.e., civic clubs, public office, etc.?
3. What has the trustee initiated and helped to develop in the area of innovative programs used in two-year postsecondary institutions?
4. How has the trustee served on technical or special committees serving two-year postsecondary education?
5. How has the trustee been a factor in influencing legislation for two-year postsecondary institutions, and how has the trustee been active in communication with state and national legislators?
6. What has the trustee contributed overall to the two-year postsecondary concept and how did this affect the total college program in the community, state or nation?
7. How has the trustee provided leadership in helping to solve challenges to two-year postsecondary education?
8. How has the trustee been active in developing, organizing, or supporting state two-year postsecondary associations, and what kind of leadership role has the trustee played in state, regional, or national associations?
9. What presentations has the trustee made or articles published on two-year postsecondary education?

b. **Equity** – recognizes an exemplary commitment by a technical or community college governing board and its chief executive officer as a group or individual and chief executive officer to achieve equity in the college's education programs and services and in the administration and delivery of those program and services. ***Eligibility:*** Any governing board and chief executive officer, an individual commissioner, or a commissioner and president of two-year institutions are eligible to receive this award. ***Criteria:***

1. How does the college define equity within the college's service district?
2. Identify at least one program that promotes access and completion to an underserved community.
3. Describe programs aimed at successful completion, transfer and/or gainful employment.
4. Data: Provide data on the impact of the identified program(s).
5. Employment and promotion (i.e., commit to employing a diverse staff; provide resources and an environment for all students to succeed)
6. Engagement of board of trustees, committees, advisory groups of the college, student groups and community based organizations (i.e., actively seek diverse representation)

c. **Chief Executive Officer** – recognizes the tremendous services and contributions made by technical or community college chief executive officers. **Eligibility:** must be currently serving when nomination is submitted. **Criteria:**

1. What has the CEO initiated or helped to develop in the area of innovative programs used in two-year postsecondary institutions?
2. How has the CEO served on technical or special committees serving two-year postsecondary education, and how did this effort affect the college program in the community, state or nation?
3. How has the CEO demonstrated a “caring attitude” toward the board of trustees, administrators, faculty and students?
4. How has the CEO been active in developing, organizing, or supporting state and/or national two-year postsecondary education associations?
5. What has the CEO published in the area of two-year postsecondary educational concepts?
6. What awards or honors has this CEO received in recognition of leadership in the college, community, or nation?
7. What outstanding characteristics motivated you to nominate this CEO?

d. **Faculty Member** – recognizes that the central purpose of our technical or community colleges are teaching and learning this award is presented to say “thank you” to outstanding faculty members. **Eligibility:** Any full-time instructor of a two-year postsecondary institution board or state board for two-year postsecondary institutions. Must be employed when nomination is submitted. **Criteria:**

1. In what ways has the educator demonstrated excellence in teaching?
2. What has this educator initiated and helped to develop in the area of innovative programs used in two-year postsecondary institutions?
3. How has this educator served on technical or special committees that affect the college program in the community, state or nation?
4. How has this educator provided leadership in helping to solve challenges to two-year postsecondary education?
5. How has this educator been active in developing, organizing, or supporting state and/or national two-year postsecondary associations?
6. What awards or honors has this educator received in recognition of leadership in the college or community?

e. **Professional Board Staff Member** – is presented to a board staff member in recognition of exemplary service to a board. **Eligibility:** Open to any board staff member of an ACCT member two-year postsecondary institution board or state board for two-year postsecondary institutions is

eligible to receive this award. Those currently serving on the ACCT Professional Board Staff Committee are not eligible. Must be employed when nomination is submitted. **Criteria:**

1. In what ways has this staff member demonstrated a service leadership role toward the members of the board of trustees, administrators, faculty, students and community?
2. How does this staff member demonstrate performance in support of the Board/CEO team?
3. How has this staff member assisted the Board/CEO team in developing or initiating innovative or special projects for your institution?
4. What professional development activities at the national and/or state level has this staff member pursued?
5. What other continuing educational activity has this staff member pursued?
6. What recognition has this staff member received for his/her leadership or involvement in the college or community?
7. What outstanding characteristics motivated you to nominate this staff member?

Step 3. Selection and Notification of SCATCC Awards: The SCATCC Award Committee will select each SCATCC Award recipient. Recipients will be notified prior to the ACCT nomination deadline, traditionally in June. The awards will be presented at the following Commissioners' Academy, each recipient will be notified so they can make arrangement to be present to accept their awards whenever possible.

Step 4. Nomination of Candidates for the ACCT Awards: SCATCC Awards recipients are eligible to be automatically nominated for the ACCT Award by the winning school in the same category:

- a. M. Dale Ensign Trustee Leadership
- b. Charles Kennedy Equity
- c. Marie Y. Martin Chief Executive Officer
- d. William H. Meardy Faculty Member
- e. Professional Board Staff Member

**South Carolina Association of Technical College Commissioners
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