

Nominate A Deserving Colleague Now! Levitt Award Nominations Now Being Accepted

Nominations are now being accepted for the Madelyn M. Levitt Distinguished Community Service Award and the Madelyn M. Levitt Employee Excellence Awards. These awards will be presented at the Faculty and Staff Convocation on Thursday, September 17th, at 3:30 p.m. in Sheslow Auditorium, with a reception to follow in Levitt Hall.

Madelyn M. Levitt Distinguished Community Service Award

Twelve years ago, Madelyn M. Levitt established a special award to recognize outstanding contributions of Drake faculty and staff to the Drake community. Criteria for the award include a demonstrated personal commitment to volunteerism and community service, an outstanding record of leadership or substantial involvement in community projects, services and activities contributing to the quality of life in our region, state and/or the nation, professional and personal values and behavior that typify the ideals of giving back to others and making a difference in the lives of others. The nominee must be a current faculty or staff member with at least five years of service at Drake. The recipient of the 2009 award will receive a plaque, \$8,200 and recognition at the Faculty and Staff Convocation.

Madelyn M. Levitt Employee Excellence Awards

The Employee Excellence Award was established to encourage recognition of excellence and accomplishment. The award is presented to two staff employees who demonstrate exceptional commitment to excellence in the performance of their duties. Criteria for the award include exceptional performance as an employee of Drake University, consistently going above and beyond the regular expectations of the position, outstanding dedication to providing courteous, prompt and quality service, demonstrated commitment to university programs, initiatives and services, professional values and behavior that demonstrate exceptional service to others and a commitment to Drake University. The nominee must be a current staff member with at least one year of service at Drake. The recipients of the 2009 awards will receive a plaque, \$1,000 each and recognition at the Faculty and Staff Convocation.

Nomination Process

If you would like to submit a nomination for one or both of the above awards, please provide a letter of nomination to the Levitt Award Committee c/o Human Resources 1331 27th Street, **by 4:30 on Friday, September 4, 2009**. One nomination letter detailing specific examples of how the nominee exemplifies each of the applicable criteria is desirable. Additional letters of support are not necessary. A review committee will make award recommendations to the President's Cabinet. Recipients will be notified by Tuesday, September 15th.