2024 Team Excellence Award Nomination Form

# Instructions

Complete this form (including the Summary and Nominations Letter sections below) and assemble it into a single PDF. Email this document to the Office of the Executive Dean (Joyce Carlson, [jmcarl@sebs.rutgers.edu](mailto:jmcarl@sebs.rutgers.edu)), no later than October 3, 2024.

# Team Name:

# Nominator Information:

## Nominator’s Name:

First M.I. Last

## Nominator’s Professional / Academic Title:

## Nominator’s Work Email:

## Team Members (add rows as needed):

Name Title Affiliation Work Email

# Criteria

Teams and team building at the School of Environmental and Biological Sciences and New Jersey Agricultural Experiment Station are important elements in helping the organization achieve specific goals of excellence within the broader context of its land-grant mission. Teams achieve excellence by engaging work groups across functional lines, which can include academic, research, outreach, administrative, support, and/or operational units. This award recognizes a team that achieves a specific, ambitious goal, thereby advancing overall institutional quality and impact. The winner of this award is chosen by the Executive Dean.

* A team is defined as no fewer than three faculty and/or staff representing no fewer than three distinct disciplines.
* The award is given for the completion of a single project/program that has advanced institutional quality and/or demonstrated exceptional impact.

Successful awardees must meet the following:

* The nomination should contain clear evidence of strong, successful leadership across departments, units, and/or external relationships to accomplish a specific goal consistent with the School of Environmental and Biological Sciences and NJAES missions.
* Documentation of key areas of the performance and impact of the team.
* Demonstrated high visibility, institutional or community engagement, and internal and/or external recognition.
* The entire team must have contributed to the excellence of the project/program. Contributions can include (but are not limited to) discovering or transferring new knowledge or technology; developing new strategies or communication plans; identifying and improving key work processes; or helping team members to develop their full potential to pursue the group's goal.

# Award Information

* This award may be bestowed to one nominated team or no nominated team.
* The winning team will receive $2,000 in support of the professional development of team members or for furthering the work of the team.
* Each member of the team will receive a commemorative certificate.

# Summary

In space below, provide a summary statement (150 words or less) of how the team has met the criteria.

# Nomination Letter

Maximum of two pages. (More than two pages will not be accepted.)

## Nomination Letter continued

## Nomination Letter created by (name, title, and department or program)