



Missouri State[™]

U N I V E R S I T Y

Call for Nominations

Board of Governors' Award for Staff Excellence in Public Affairs

The Board of Governors' Award for Staff Excellence in Public Affairs has been established at Missouri State University to recognize staff members that excel at carrying out the Public Affairs Mission.

The University's Public Affairs Mission

The University's statewide mission in Public Affairs was officially recognized on June 16, 1995, when Senate Bill 340 was signed by Missouri Governor Mel Carnahan. The mission defines a primary way in which a Missouri State education is different from that of other universities and one way by which we educate our students to imagine the future. Public Affairs in higher education is not restricted to politics, humanities, or the social sciences. Rather, its presence is found in all areas that require critical thinking, participation, and the willingness to work for the common good.

Missouri State's Public Affairs mission is realized through three broad themes: cultural competence, ethical leadership, and community engagement. These themes are implemented not only in the classroom and through co-curricular activities on campus, but also outside the University through internships, field experiences, government service, volunteer programs, service learning programs, and a variety of other forms of community engagement and outreach.

Students will have opportunities to immerse themselves in activities in cultural competence, ethical leadership, and community engagement, realizing the following goals:

Ethical Leadership

Goal: Students will articulate their value systems, act ethically within the context of a democratic society, and demonstrate engaged and principled leadership. (Adapted from the Center for Ethical Leadership.)

Cultural Competence

Goal: Students will recognize and respect multiple perspectives and cultures.

Community Engagement

Goal: Students will recognize the importance of contributing their knowledge and experiences to their own communities and the broader society.

Goal: Students will recognize the importance of scientific principles in the generation of sound public policy.

STUDENT DEVELOPMENT & PUBLIC AFFAIRS

901 South National Avenue, Springfield, MO 65897 • Phone: 417-836-8346

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Eligibility Criteria and Desired Qualifications

Recipients of the Board of Governors' Award for Staff Excellence in Public Affairs will be selected from current, full-time Missouri State University staff. Staff must have been employed full-time at Missouri State for at least 3 years at the time of nomination. Staff recipients should be able to provide evidence of significant and meaningful involvement in support of the University's Public Affairs mission.

Examples of significant and meaningful accomplishments in support of the University's Public Affairs mission include, but are not limited to the following:

- Demonstration of active engagement with the community for a sustained period of time. Inclusion of students in this engagement is essential.
- A successful record of inspiring and motivating students to develop the skills to become responsible informed and culturally competent citizens who are knowledgeable about public policy issues affecting our society.
- A sustained record of leadership involving students in the process of addressing and seeking solutions to important public policy, educational, cultural, health, economic development, or environmental issues.
- Development of successful partnerships between students and community members and/or organizations in carrying out Public Affairs initiatives.
- Effective leadership within the University in support of priorities and projects that demonstrate the University's Public Affairs Mission in action.
- Exemplification of the highest standards of citizenship, cultural competence, and ethical behavior and evidence of mentorship of students in these areas.

Nomination and Application Procedures

- Candidates must be nominated. Nominations can be made by colleagues, faculty, alumni, administrators, students and/or community members. Letters of nomination should describe how the nominee meets the criteria and desired qualifications outlined above. Nominees from the West Plains campus are welcomed.
- **Nominees must provide a letter of application and a minimum of 3 letters of support.** The letter of application should highlight the nominee's work and accomplishments in support of the University's Public Affairs mission. Support letters should be from those that can speak to the applicant's/nominee's efforts in public affairs. **A minimum of one of the three letters must be from a current or recent student.**
- **Complete applications should not exceed more than 10 pages maximum.**

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- Staff applications will first be reviewed by Student Development and Public Affairs and the Office of Public Affairs Support for minimum eligibility and desired qualifications. If there are more than eight staff applications, a university level committee will first review all applications. The university level committee will consist of the chair of the Staff Senate and one staff member each from the Divisions of Student Affairs, Student Development and Public Affairs, International Programs, and Administrative and Information Services. Three student members, as available, will be selected by the Student Government Association to serve as well.
- Three to six staff applications, or as appropriate, will be forwarded to the Board of Governors Selection Committee for final review and award determination. As available, this committee will consist of at least one previous award winner, current class of Citizen Scholar Award winners, current SGA President, Board of Governor (BOG) members from the Academic and Student Affairs committees, and the Associate Provost for Student Development and Public Affairs.

Award

Up to three staff awardees may be selected each year. Recipients will receive a framed certificate, recognition by the Board of Governors and a \$1,500 grant to be used for travel, research and/or other activities related to their work with public affairs within the University.

Timeline for 2018

Call for nominations: January 22, 2018

Nominations due to Dr. Rachelle Darabi: February 26, 2018

Nominees Notified: February 28, 2018

Applications due to Dr. Rachelle Darabi: March 26, 2018

Applications submitted to the Board of Governor's staff selection committee: April 2, 2018

BOG selection committee makes recommendations: April 16, 2018

Awardees recognized at the May 2018 Board of Governors Meeting

Please direct questions to Dr. Rachelle Darabi, Associate Provost at rdarabi@missouristate.edu or Stacey Trewatha-Bach, Office of Public Affairs Support at staceytrewatha@missouristate.edu

Letters of Support may be addressed to:

Dr. Rachelle Darabi
 Assoc. Provost for Student Development & Public Affairs
 Missouri State University
 University Hall 115
 901 S. National Ave., Springfield, MO 65897

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