**DEADLINE: Monday, December 16, 2019**

 **Hall of Excellence**

 **OFFICIAL NOMINATION FORM**

 **THE OHIO FOUNDATION OF INDEPENDENT COLLEGES**

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**Full Name of Nominee**

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**Name of College or University**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Class Year Undergraduate Degree Received**

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**Current Title and Company or Affiliation of Nominee**

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**Current Home Address of Nominee (street, city, state, zip) Phone**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Current Business Address of Nominee (street, city, state, zip) Phone**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Nomination Filled Out by (Please Print) Title**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Phone**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Email**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Date Submitted**

**Be sure to include:**

* Cover letter signed by president
* Photo (high resolution JPEG or PNG format)
* 1-page biography, maximum
* Answers to Nomination Questions, see attached

**Please categorize your nominee by checking all that apply:**

* Education
* Corporate/Legal
* Medical/Science
* Celebrity/Arts
* Humanity/Religion
* Public Service/Government/Military
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Return all nomination materials by December 16, 2019 to Tacarra Davis by email at** **davis@ofic.org**

 **Hall of Excellence Nomination – FAQs**

**I. WHAT ARE SELECTION CRITERIA?**

The nominee must be an alumna/alumnus of your institution and **meet at least one** of the following criteria:

* Exemplifies the value of a liberal arts education in any field of study
* Has demonstrated service to their college or university
* Has received past recognition within their profession or field of service
* Has impacted the lives of many through achievement in service, leadership, scholarship, diversity and inclusion, sciences, research, arts or elected office
* Has become distinguished by attaining a high level of achievement, whether early in or throughout their career

**II. HOW DOES THE PROGRAM WORK?**

In 1987, OFIC initiated the Hall of Excellence program to honor outstanding alumni of its member institutions. Each year, the member colleges and universities are asked to nominate an alumna/alumnus to be considered. Two nominees are then chosen to be inducted into *The Hall of Excellence*.

The inductees are chosen, based on the submitted information, by a Selection Committee comprised of OFIC trustees, both campus presidents and corporate leaders. This committee meets in mid-January to make the selections. The inductees are then honored at the annual OFIC Evening of Excellence held each spring, this year on April 22, 2020, in Columbus.

ANY PREVIOUS YEARS’ NOMINEES NOT SELECTED MAY BE CONSIDERED FOR INDUCTION IF YOU DESIRE. HOWEVER, WE ASK THAT YOU SUBMIT AN UPDATED NOMINATION LETTER.

**Inductees must be present at the awards program as a condition of selection.**

**III. IS IT ADVISABLE TO CONTACT YOUR NOMINEE AHEAD OF TIME?**

No. It is OFIC’s recommendation that the nominee not be notified of their nomination in advance of the selection. Once the inductees are chosen, you will be notified to make contact and check their availability.

**IV. WHERE AND WHEN DO WE SUBMIT?**

All OFIC member institutions are eligible to participate in the OFIC Hall of Excellence program.

**Nominations should be emailed by Monday, December 16, 2019 to:**

Tacarra Davis, Executive Assistant to the President, davis@ofic.org

**Hall of Excellence – NOMINATION QUESTIONS**

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**Name of Nominee Name of College or University**

**Please submit brief answers and a one-page biography on your nominee’s qualifications for the following three questions. In addition, please submit a photo, preferably in a high resolution electronic format (JPEG or PNG file formats acceptable).**

The goal is to present to the Selection Committee with highlights of your nominee’s qualifications, service,

and generosity.

1. How has your nominee demonstrated commitment to private higher education (fundraising, advocacy, student engagement, volunteerism, trusteeship, or other demonstrated service)?

2. What have been your nominee’s achievements in a professional career or field of service (scholarship, research, arts, sciences, diversity and inclusion, elected positions, awards, honors, or publications)?

3. What has contributed to the attainment of your nominee’s leadership position in their field of service (visionary, critical thinker, advocate, pioneer)?