

COLLEGE OF ENGINEERING, ARCHITECTURE AND TECHNOLOGY

CEAT's Outstanding Team Achievement Award

PURPOSE

The purpose of CEAT's Outstanding Team Achievement Award is to recognize a team of individuals in academia, outreach and extension, or support services who have worked together towards breaking through barriers and creating greatness. This team has created new opportunities for itself and others, both in and out of CEAT. They make their students/clients/customers their number one focus, and maintain their satisfaction. As a team the team works with the future in mind, and with minimal reinforcement, CEAT's Outstanding Team has a structure and functionality that drives forward their goals.

PROCEDURE

1. CEAT will annually recognize one team from the entire college. The call for nominations will come in a timely manner in accordance with the Awards Ceremony.
2. Teams who have received of the CEAT's Outstanding Team Achievement Award during the preceding five (5) years are not eligible to receive the award.
3. Nominations of a team may be made by any member of the faculty or staff of the College. Each nomination must be restricted to no more than a two (2) page letter of recommendation. This letter should describe the team's accomplishments. Two (2) letters (one (1) page each) of endorsement/recommendation by individuals outside the nominated team who are aware of their accomplishments. And, three (3) additional pages may be included as support letters and/or other materials the nominator wants the selection committee to consider. All material in excess of the seven (7) page limit will be ignored.
4. Only one nomination will be considered for a team in one year. If multiple nominations are received for one team, the nominations will be returned to the nominators to work together on a single nomination. A nominator may only submit one nomination per category per year.
5. The awards committee will be by a committee of 5 individuals. Comprised from the following individuals: Members of the Executive Council and Members of the Outreach Council. Chaired by the lead of the most recent recognized team. The awards committee will recommend a recipient to the Dean of CEAT. The Dean of CEAT will make the final selection.

AWARD

1. At the designated Faculty and Staff Awards Banquet each year the recipient will be announced. Attendance of the recipient is preferred but not mandatory.
2. The team director will receive a plaque to be displayed in their teams lobby, office or other designated central location.

Year	Recipient
2015	New Product Development Center
2016	