

Awards of Excellence Selection Process

Award Description: The **DSS Awards of Excellence** honor exceptional individuals within the Division of Student Success who have made significant contributions to student outcomes, engagement, and holistic support. These awards celebrate staff members who have demonstrated excellence in fostering a culture of student success through innovation, collaboration, and a commitment to enhancing the overall student experience. Nominees must provide measurable evidence of their impact, such as improvements in student retention, graduation rates, or engagement with essential campus services. Successful candidates exemplify the values of teamwork and student-centered service, making a meaningful impact on the academic, personal, and professional development of Texas State University students.

DSS Awards of Excellence Review Process:

- **Nomination Submission:** Nominations must be submitted electronically and should include:
 - **Evidence of Impact:** Clear examples and measurable evidence demonstrating the nominee’s dedication to achieving the goals of their department and/or the Division of Student Success. This can include outcomes such as improved student retention, engagement, or innovative contributions.
 - **Letter of Support:** One letter of support from a colleague, supervisor, or other relevant individual who can speak to the nominee’s contributions. The letter should provide specific examples of how the nominee’s work aligns with the division’s goals and objectives.

Criteria	1 (Meets Minimum)	2 (Proficient)	3 (Exceptional)
Achievement of Student Success Goals	Provides some evidence of impact on student success but lacks strong or consistent measurable outcomes.	Demonstrates clear impact on student success goals, with measurable results such as improved retention, engagement, or graduation rates.	Demonstrates significant, measurable, and sustained impact on student success goals, leading to notable improvements in retention, engagement, or graduation rates.
Innovation and Initiative	Demonstrates some innovation or initiative, but work is mostly conventional or lacks creative solutions.	Actively demonstrates innovation and initiative, offering new ideas or improvements that align with goals.	Exhibits exceptional creativity and initiative, introducing innovative solutions that greatly enhance services, programs, or student outcomes.
Collaboration and Teamwork	Participates in collaboration, but contributions are limited or not impactful on broader goals.	Actively engages in collaborative efforts across departments or teams, contributing positively to student success.	Consistently leads or drives significant collaborative efforts that result in measurable improvements in student success or departmental outcomes.

Total Score Calculation:

- Evaluation and Scoring: Nominations will be reviewed and evaluated by a committee of relevant staff members and leaders within the Division of Student Success and based on the established Rubric for Assessing Nominees.
- **Total Points Possible: 9**
- **Score Interpretation:**
 - **7-9:** Exceptional – Award-worthy nominee with substantial contributions.
 - **5-6:** Proficient – Strong nominee with solid contributions and impact.
 - **3-4:** Meets Minimum – Nominee demonstrates the basic expectations, but further development in key areas is needed.
- Award recipients will be notified via email and formally recognized during the DSS Awards of Excellence Ceremony.