

SF Lifetime Achievement Award

Revision Approved by College Senate and Career Service Council:

The SF Lifetime Achievement Award (LTA) may be presented each year to a previous retiree of the college or to someone who will be retiring from the college during the current academic year who has consistently gone above and beyond in the performance of their duties. Nominees must have at least 10 years of service at Santa Fe College. The LTA can only be awarded once to the same person, however all other nominations received will remain in consideration from year to year.

The award will consist of a recognition item, like an inscribed vase or plaque, and a monetary gift of \$500 paid from the Office of Human Resources

The award will be presented annually at the start of the spring semester or at another appropriate college awards function during that semester. Nominations and letters of recommendation typically come from SF employees and will be solicited during the fall s term based on deadlines set at that time. Nominations may be sent to Human Resources at any time during the academic year to be considered during the next award period.

The Selection Committee will be comprised of four members, one each from faculty, administration, professional, and career service. Selection Committee members will be appointed by agreement of the Director of Human Resources, President of the College Senate, and Chair of the Career Service Council.

The following criteria will be used to select the recipient. Nominees are not required to meet all 5 of the criteria areas and will be selected based on total overall score and the opinion of the LTA Selection Committee. Letters of nomination should speak to the contributions and achievements of the nominee specifically referencing the LTA criteria as noted below.

Lifetime Achievement Award Criteria

1. **Contribution:** extraordinary service to key constituencies (30 pts.)

- Supporting internal and/or external constituencies in ways that exceed expectations and result in unexpected and very positive outcomes that support Santa Fe's mission.

2. **Innovation:** recognize supportive practices, procedures, and policies (20 pts.)

• Bringing about significant positive changes for Santa Fe's mission, Resolving, in unique/novel ways, problems that impede progress.3. **Leadership:** innovative and proactive leadership (20 pts.)

- Utilizing highly effective and/or novel practices to inspire and lead others to contribute constructively to Santa Fe's mission,

- Proactively identifying and resolving challenges that interfere with furthering Santa Fe's mission,
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- Providing service through coordinating or participating on college committees.
- Promotes a culture of excellence.

4. **Prominence:** community, state or national work for the college (20 pts.)

- Exemplary relationship building within and/or outside of the immediate organization
- Developing and utilizing strong, constructive and productive relationships that enable goals to be met that would be impossible otherwise.

5. **Financial Stewardship and/or Sustainability:** developed substantial cost-effectiveness or initiated sustainable practices (10 pts.)

- Identified improvements to Santa Fe practices, policies and/or program designs that result in substantial cost savings or
- Enhancing financial gain to the college while enhancing the ability to support Santa Fe's mission.
- Finding alternative funding sources and cost neutral opportunities that support the mission of the College.
- Led efforts to improve sustainability.