

**COMMERCE BANK PRESIDENTIAL
FACULTY AND STAFF AWARD
FOR DISTINGUISHED SERVICES TO HISTORICALLY
UNDER-REPRESENTED STUDENTS AT KANSAS STATE UNIVERSITY**

PURPOSE OF AWARD The Commerce Bank Presidential Award for Distinguished Services to Historically Under-represented Students was established in the spring of 1978 to recognize outstanding individual contributions to the development and quality education of multicultural students at Kansas State University.

ELIGIBILITY The award is based upon any contributions completed prior to **June 30, 2024**. A nominee may be a faculty or staff member, an alumnus, or friend of the University, and may be someone previously nominated, but not awarded in the past.

NATURE OF AWARD The award will be made at a special reception on **Tuesday, January 28, 2025** during the University's Martin Luther King, Jr. Observance Week. The recipient will receive a plaque and monetary award.

CRITERIA FOR NOMINATION Nomination criteria include one or more of the following:

1. Outstanding teaching in cultural courses or in disciplines where material pertinent to historically under-represented students has been integrated effectively.
2. Outstanding contributions in developing an educational program for historically under-represented students or the campus community, which contributes to the well-being of historically under-represented students or a positive climate for diversity overall.
3. Outstanding efforts in recruiting historically under-represented students.
4. Outstanding efforts to retain and develop historically under-represented students.
5. Unique and highly impactful efforts, research, or study abroad programs directed toward historically under-represented students.

APPLICATIONS Faculty, staff and alumni members who are eligible for this award can only be nominated by KSU faculty, students, staff, or administrators. The deadline date for completed applications/ nominations is **5:00 p.m. on Friday, October 25th, 2024**. Applications may be obtained at <https://www.k-state.edu/inclusion/about/commercebank.html> or from:

**Student Belonging and Inclusion
224 Anderson Hall
Kansas State University
Manhattan, KS 66506-0101
(785) 532-6276**

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NOMINATION FORM

Please provide the following information about the nominee:

Name: _____ **Phone Number:** _____

Address: _____

Email: _____

Nominee's present relationship to Kansas State University: _____

Please write a nomination statement on separate letterhead outlining the nature of activities warranting this nomination for the past academic year and previous semesters.

Documentation supportive of this application should include:

- a) A summary of the nominee's activities, service or leadership contributing to the enhancement of historically under-represented students at Kansas State University.
- b) **Three** letters of support. **Additional letters of support will not be considered. The letters of support should be included in the electronic nomination packet as a single PDF file. Incomplete nominations will not be considered.**
- c) The nominee's résumé/curriculum vita.

Name of person(s) making the nomination:

(Name)

(Address)

(Phone)

(Email)

Return completed form and all documentation supportive of this nomination by
5:00 p.m. on Friday, October 25th, 2024 to:

**Student Belonging and Inclusion
224 Anderson Hall**

Please note there will be no exceptions made to the deadline.