

**2009 Don Bratcher Human Relations Award
Nomination Packet**

STATEMENT OF PURPOSE

Realizing the need for, and importance of, cultivating an environment where value is placed upon the broader concerns of all humanity, the Office of the President has re-established the Don Bratcher Human Relations Awards to reward those members of our campus community who are engaging in exemplary human relations work.

The Office of Employee Relations Services and the Office of Diversity Programs have assumed responsibility for the administration of this award.

MINIMUM REQUIREMENTS FOR FACULTY/STAFF NOMINEES:

Georgia Institute of Technology Employees nominated for the Human Relations Award must meet the following criteria:

1. Current full-time, regular Georgia Tech employee,
2. Continuous Georgia Tech employment for the past three years,
3. Demonstrates outstanding human relations work in personal and/or professional activities,

Examples of human relations activities include acting as a mentor or advisor, helping to develop an inclusive environment and acceptance of diversity in the Institute and/or community, being an advocate for members of our society, etc.

4. Self-nomination is acceptable, and
5. Past recipients are not eligible.

MINIMUM REQUIREMENTS FOR UNDERGRADUATE/GRADUATE NOMINEES:

Georgia Institute of Technology Students nominated for the Human Relations Awards must meet the following criteria:

1. Current full-time, regular Georgia Tech student (undergraduate/graduate),
2. Attended Georgia Tech for at least one year,
3. Demonstrates outstanding human relations work in personal and/or professional activities,

Examples of human relations activities include acting as a mentor or advisor, helping to develop an inclusive environment and acceptance of diversity in the Institute and/or community, being an advocate for members of our society, etc.

4. Self-nomination is acceptable, and
5. Past recipients are not eligible.

AWARD CATEGORIES

Separate awards will be presented to one faculty/staff member and one student.

Deadline for nominations: **January 23, 2009**

Nomination forms are available from the Employment Relations Services and the Office of Diversity Programs, or visit www.gtdiversity.gatech.edu or www.diversity.gatech.edu.

DEADLINE FOR NOMINATIONS: January 23, 2009
PLEASE RETURN TO: Stephanie Ray, Diversity Programs (Mail Code 0285)

PROCEDURES FOR ACCEPTING NOMINATIONS

1. Publicity for the award, nomination procedures, guidelines, and applications will be available by early December of each year. Communication about the award will be dispersed through the Technique, the Whistle and electronic mailings.
2. An individual who can attest to the work of the nominee will make a nomination for the award. Those nominating should attempt to capture the full extent of human relations activities of the nominee. Multiple nominations are acceptable for a single nominee; however, at least one nomination should be from the Georgia Tech community (faculty, staff, student or alumni). Letters of support are encouraged.
3. Self-nominations are permitted, provided the individual also submits a letter of support written by a person willing to support the nominee.
4. Nomination materials will be accepted through January 23, 2009. All nominations should be sent to Stephanie Ray, Office of Diversity Programs, Mail Code 0285 or sray@gatech.edu.
5. The Award Committee will review all nominations and select up to five finalists in each award category. All nominees will be notified of their nomination and, if they wish to be a candidate, will be considered by the Award Committee. The finalists will be interviewed by at least two members of the Award Committee. Interviews, by phone or in person, may also be conducted with individuals who can attest to the candidate's depth of involvement in his/her activities.

FUNDING

One faculty/staff recipient will be awarded \$3,000. One student recipient will receive an award of \$1,500. Funding will be secured through the President's Office.

COMMITTEE COMPOSITION

The Office of Employee Relations and the Office of Diversity Programs will appoint members to the Human Relations Award Committee. In order to be a committee member, individuals will be required to be objective and knowledgeable of human relations issues. Members of the Award Committee will consist of past award recipients and the leadership of the Diversity Forum. Members of the Award Committee are not eligible to nominate or write letters of support for any nominee.

SELECTION PROCESS

1. The Award Committee will look at the activities of nominees in two areas – professional and personal. Questions to determine the nature of the quality of those activities may include:

Professional

- A. In what ways has the nominee demonstrated exemplary human relations skills?
- B. How has the nominee helped Georgia Tech to succeed in managing diversity?
- C. What involvement has the nominee had in campus-wide activities that promote good human relations? What is the depth of that involvement?
- D. How does the nominee plan to pursue further human relations activities?

Personal

- A. Outside of work or school, how is the nominee helping to strengthen the community?
- B. What is the type and depth of those activities?
- C. What has been the impact of the individual's activities?
- D. How does the nominee plan to pursue future human relations activities?

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2. All nominations will be reviewed by the Award Committee.
3. The Award Committee then will select up to five finalists in each category to be interviewed.
4. Recommendations from the Award Committee will be given to the Office of Employee Relations and the Office of Diversity Programs.
5. The award recipients will be recognized at the annual Spring Honor's Luncheons.* A permanent plaque with the recipients' names will be on display in a prominent place on campus.

THE PAST RECIPIENTS INCLUDE:

2001

Faculty/Staff - Margie Brown
Student - Dusty Riddle

2003

Faculty/Staff - Danny Ingram
Student - Sid Kossowsky

2005

Faculty/Staff - James "Danny" Wilson
Student - Gillian Hayes

2007

Faculty/Staff - Dr. Gregory Abowd
Student - Michael Moreland

2002

Faculty/Staff – Dr. Richard Catrambone
Student - David Zorn

2004

Faculty/Staff – Billiee Pendleton-Parker
Student - Matthew Ridley

2006

Faculty/Staff - RoseMary Wells
Student - Elizabeth Dawn Alford

2008

Faculty/Staff - Dr. Thomas “Hugh” Crawford
Student - Dustin Hipp

*Student Honor's Luncheon – April 23, 2009, Student Center Ballroom, 11 AM – 1 PM
Faculty/Staff Honor's Luncheon – April 15, 2009, Student Center Ballroom, 12 PM – 2 PM

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NOMINATION FORM

THE 2009 DON BRATCHER HUMAN RELATIONS AWARD

Name of Nominee	<hr/>	Select Category:
School/Department	<hr/>	Faculty/Staff <input type="checkbox"/>
Email	<hr/>	Student <input type="checkbox"/>
Phone	<hr/>	
Nominated By	<hr/>	
Supported By	<hr/>	
Email	<hr/>	
Phone	<hr/>	

NOMINATION PACKETS SHOULD INCLUDE THE FOLLOWING:

Qualification for Award: Describe the nominee's involvement in both professional and personal human relations activities. The nominee may be asked to provide more detail if he or she wishes to be considered for the award. For example, he/she may be asked to list organizations or groups they have worked with on campus and/or in the community, the type of activity or service they provided, and the length of service.

Personal Philosophy: Describe how you view the nominee's personal philosophy and commitment to human relations work and activities.

Letters of Support (optional): Recommendation letter from someone that can attest to the person's dedication to their work in the area of human relation. A Letter of Support is required for all self-nominations.

**PLEASE INCLUDE THIS NOMINATION FORM AS A COVER SHEET FOR THE
NOMINATION PACKET.**

Nomination Packets will be viewed based on documentation of the following:

Professional Activities

- A. In what ways has the nominee demonstrated exemplary human relations skills?
- B. How has the nominee helped Georgia Tech to succeed in managing diversity?
- C. What involvement has the nominee had in campus-wide activities that promote good human relations? What is the depth of that involvement?
- D. How does the nominee plan to pursue further human relations activities?

Personal Activities

- A. Outside of work or school, how is the nominee helping to strengthen the community?
- B. What is the type and depth of those activities?
- C. What has been the impact of the individual's activities?
- D. How does the nominee plan to pursue future human relations activities?

For Committee	Date Received _____
Use Only	Finalist <input type="checkbox"/>

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