

## CAEPS Decision Checklist

Candidate Name \_\_\_\_\_

**Selection Criteria** (*adapted from SUNY Policies & Procedures*)

Nominees for the award must be individuals who have repeatedly sought improvement of themselves, their campuses and ultimately the State University and, in doing so, have transcended the normal definitions of excellence. At all position levels, nominees shall be those individuals who can serve as professional role models for a University system in the pursuit of excellence. The following criteria are to be used in selecting nominees for this award:

(<http://system.suny.edu/academic-affairs/faculty-staff-awards/chancellors-excellence-awards/>):

Criteria	Indicators	Yes	No
<b>Within the Position Description</b>	The portfolio provides evidence that the nominee performs superbly in fulfilling the job description for the position held.		
<b>Beyond the Position Description</b>	The portfolio provides evidence that the nominee demonstrates excellence in professional activities beyond the parameters of the job description.		
<b>Creativity &amp; Innovation</b>	The portfolio provides evidence that the nominee satisfies the standards in a creative and innovative fashion while demonstrating flexibility and adaptability to institutional needs.		
<b>Capabilities &amp; Accomplishments</b>	The portfolio provides evidence of capabilities and accomplishments in the areas of leadership, decision-making and problem-solving. <ul style="list-style-type: none"> <li>• <i>Evidence in this category includes, but is not limited to, professional recognitions, initiation of ideas, development of proposals, and committee activities.</i></li> </ul>		
<b>Decision</b>	<b><i>The nominee meets, and preferably surpasses, all the criteria for the award.</i></b>		