

**Aston Excellence Awards
for
Outstanding Contribution to Business and Community Engagement**

Aston Excellence Awards are given to recognise outstanding contribution towards the achievement of Aston's mission.

In the context of this Award, the broadest interpretation of 'community' has been taken, to include work with all of the key organisations, groups and individuals who impact, or could impact, on the University. Award winners will be able to demonstrate how they have made a difference in a way that enhances the reputation of the University.

Criteria For Excellence – Outstanding Contribution to Business and Community Engagement

This Award can be made to either an individual, or to a group or team.

Nominations should show:

Evidence of exceptional contribution to business and community engagement through two or more of the following:

- a) Enthusiastic and imaginative organisation or implementation of business and community engagement programmes or activities.
- b) Collaboration with one or more of the diverse range of 'business' and 'community' organisations in Birmingham, the West Midlands or beyond.
- c) Encouragement and support for other colleagues to engage with 'business' and 'community' projects.
- d) Influencing policy and practice outside the University demonstrating impact and engagement over and above normal job role expectations.
- e) Contribution to initiatives to facilitate the promotion of business and community engagement activities.

Process for submitting nominations to the University Panel:

1. Nominations can be put forward by any member of staff.
2. The submission to the internal University Panel comprises one document:

A statement of how the nominee demonstrates excellence relevant to the award criteria. **It is essential** that nominations make **reference to** examples of supporting evidence. Evidence of the impact can be appended to the submission itself, but this should not be excessive in length.

A template, if required for this statement is available via the Staff and Graduate Development website (www.aston.ac.uk/staff/staffdev/awards/). A paper copy of this template is available from Sarah Hosten, Staff and Graduate Development, Room 728, Main Building.

3. Each page should contain the nominee's name and the sponsor's name (i.e. the person submitting the nomination).
4. **A single copy** of the document, unstapled and single-sided, should be submitted to Sarah Hosten, Staff and Graduate Development by **12 noon on 18th May 2012**. Late applications will not be accepted.
5. Nominations will be considered by a Panel. Nominees and their sponsors, will be notified of the outcome by 15th June 2012.
6. Any queries about completing the submission should be addressed to Sarah Hosten, Staff and Graduate Development, s.j.hosten@aston.ac.uk.

April 2012