



December 6, 2021

TO: CALS Faculty and Staff

FROM: Karen Wassarman on behalf of the CALS Curriculum Committee

RE: Nominations for the 2022 Arthur J. and Ellen A. Maurer Extra Mile Award

The UW-Madison College of Agricultural and Life Sciences (CALs) invites nominations for the 2022 Arthur J. and Ellen A. Maurer Extra Mile Award. Please see below for award description, eligibility, nomination packet, selection criteria (expectations of accomplishments), review process, submission and deadline. Lists of past recipients are available at: <https://cals.wisc.edu/about-cals/awards/cals-awards/>.

Arthur J. and Ellen A. Maurer Extra Mile Award

The Arthur J. and Ellen A. Maurer Extra Mile Award goes to a faculty or academic staff member who has demonstrated unusual concern for, and provided exceptional service to undergraduates, graduates, and/or Farm and Industry Short Course students. The recipient will have a track record of impact on the students' education, career plans, leadership, or other aspects of students' lives. The service should exceed the level that might normally be expected from faculty or staff, and can include:

- Mentoring/advising of individual students or student groups
- Creating formal or informal experiential learning opportunities
- Providing leadership to improve the educational experience
- Service on committees related to student life and academic achievement
- Other activities that enhance the educational experience of students

The nomination packet must include a letter of nomination from students and up to two letters of support for students or recent alumni. Any student with at least 90 degree credits at the beginning of the 2021 fall semester or a CALS student group may nominate an individual faculty or academic staff member who was the most important to the student or student group during their undergraduate career. Faculty and staff may be nominated from any CALS department or center. **Please note: all nomination letters must come from students and letters or comments in the nominations are shared with any nominee, with student names redacted, as requested by the benefactors. Letters of support from faculty are no longer permitted as part of the nomination packet.** Students are encouraged to contact the department for assistance in preparing a packet. The packet should include the nominee's formal job description, present a list of the nominee's outstanding services and contributions and should include substantial evidence of student support for the nomination.

When indicated in the nomination letter, submissions for the Arthur J. and Ellen A. Maurer Extra Mile Award will also be considered for the WALSAA Outstanding Advisor Award when qualified.

Nomination Packet

1. Letter of nomination from a student or student group, including:
 - a. Detailed descriptions on nominee's actions to support the nomination
 - b. Name(s) and major(s) of nominator(s)
2. Job description of nominee¹
3. List of nominee's outstanding services and contributions to students¹
4. Up to two additional letters of support which provide a different perspective (optional, cannot be from faculty)

Selection Criteria for Extra Mile Award

Selection is based on the description and evidence of going beyond normal expectations of staff and faculty. The committee will consider the following criteria:

- Concern and level of service to students and/or student organizations (40%)
- Record of impact on student lives (40%)
- Student support for the nomination (20%)

Review Process

Submissions will be reviewed by the CALS Curriculum Committee or an award sub-committee based on the above criteria. Nomination packets will be ranked by each committee member, and the members will deliberate the relative merits of the packets and rankings.

Submission and deadline:

- Please submit the nomination materials electronically as one PDF document to megan.ackermanyost@wisc.edu by **Friday, February 11, 2022**.

Additional information:

- Past recipients of this award are not eligible to win again (lists of past winners are posted at <https://cals.wisc.edu/about-cals/awards/cals-awards/>).
- The curriculum committee encourages re-submission; however, nomination packets will not be retained.
- CALS Awards will be presented on Wednesday May 4, 2022 at 3 p.m. Details will be forthcoming.
- For further inquiries, please contact: megan.ackermanyost@wisc.edu.

¹ Nominators are strongly encouraged to contact the nominee's department for the formal job description. Departments may also be able to assist with the list of nominee's service to students. If you have questions about which department to contact, please contact Megan Ackerman-Yost at megan.ackermanyost@wisc.edu.