

TO: All Organizations and Departments  
FROM: Pam Rault, Ph.D.  
Director of Student Involvement & Leadership  
RE: Leadership Recognition Ceremony  
DATE: March 11, 2009

**TIME SENSITIVE  
INFORMATION**

It is that time of year again; the UNO Leadership Cabinet is pleased to announce that it will be presenting the **Twenty-third Annual Student Leadership Recognition Ceremony on Wednesday, April 22, 2009 at 7pm** in the Lindy C. Boggs Conference center. The purpose of this event is to recognize the outstanding members of the Student Organizations and Departments, Student Organization of the Year, Advisor of the Year, and the recipient of the Burk's Award.

If you are interested in submitting the names of students for the Recognition Awards or if you would like to nominate an organization or an advisor for the yearly awards, enclosed are the applications for:

- **Organization/Department Recognition Awards**

Each Organization or Department may recognize a maximum of three (3) individuals for superior achievement or a similar honor. Every student receiving this award will be recognized and will receive a certificate of appreciation from the university, presented by the Chancellor.

(Names of some sample awards : Outstanding Leadership, Member of the Year, Meritorious Service, Outstanding Executive Board Member, Outstanding Student worker, Outstanding Graduate Assistant, etc.)

- **Student Organization of the Year**
- **Advisor of the Year**

Minimum eligibility requirements are included in the following packet. During the ceremony the Organization Presidents and Advisors will be recognized. Please indicate if your President and/or Advisor will be present by completing the appropriate form.

We are also asking Organizations and Departments to submit pictures for our "Slide Show" presentation. Please burn these pictures on a CD with your Organization name on the CD. Submit the CD to the Office of Student Involvement and Leadership by April 3rd.

Please complete the enclosed form(s) and return everything to the Office of Student Involvement and Leadership in person, by email to [sil@uno.edu](mailto:sil@uno.edu) or by fax to 504-280-6633 **NO LATER THAN FRIDAY, April 3, 2009**. Any information turned in past the deadline will not be printed in the program.

If you have any questions, please do not hesitate to contact the Office of Student Involvement and Leadership at 504-280-6349 or by email at [sil@uno.edu](mailto:sil@uno.edu), or stop by our office. We are located in Milneburg Hall, Room 159.

**(Make sure you review all of the enclosed forms.)**

# Student Leadership Recognition Ceremony

Wednesday, April 22, 2009

(Form due Friday, April 3, 2009)

## Recognition Form

Please type or print clearly for certificate printing purposes

Organization/Department Name \_\_\_\_\_

1. Recipient's Full Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Name of Award (be specific) \_\_\_\_\_

2. Recipient's Full Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Name of Award (be specific) \_\_\_\_\_

3. Recipient's Full Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Name of Award (be specific) \_\_\_\_\_

**Name, Title, Phone Number and Email of person completing this form:**

\_\_\_\_\_

**RETURN TO  
THE OFFICE OF STUDENT INVOLVEMENT AND LEADERSHIP MH 159 OR  
FAX TO 504-280-6633 OR EMAIL TO sil@uno.edu NO LATER THAN 4:30pm  
FRIDAY, APRIL 3, 2009**

# **Student Organization of the Year Qualification Form**

## **Student Leadership Recognition Ceremony Wednesday, April 22, 2009**

**(Forms due Friday, April 3, 2009)**

The Office of Student Involvement & Leadership is now accepting nominations for the Student Organization of the Year Award. The Student Organization of the Year Award is established to recognize the chartered student group that has served the UNO community in exemplary fashion.

1. This award and nomination process are open to any UNO chartered student organization.
2. The organization must have evidence of outstanding service, dedication, and commitment to the UNO community and dedication to the New Orleans community will also be taken into consideration.
3. Any member of the UNO community may nominate an organization. A student organization may also nominate itself.
4. Please type answers to questions. (Limit to 3 pages)
5. All nomination forms must be returned by Friday, April 3, 2009 to the Office of Student Involvement and Leadership, MH 159.
6. Additional forms are available in the Office of Student Involvement and Leadership.

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FRIDAY, APRIL 3, 2009**

# **“Organization of the Year” - Nomination Form**

## **Student Leadership Recognition Ceremony**

**Wednesday, April 22, 2009**

(Forms due Friday, April 3, 2009)

Name of Organization \_\_\_\_\_

Name of President \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

List goals and purpose of this organization \_\_\_\_\_

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Explain outstanding service, dedication, and commitment to the UNO community and the New Orleans community (If Applicable)

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List all university wide events the organization has participated in this year \_\_\_\_\_

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Additional comments \_\_\_\_\_

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Person nominating the Student Organization \_\_\_\_\_

Position in Organization \_\_\_\_\_ Phone Number \_\_\_\_\_

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FRIDAY, APRIL 3, 2009**

# **Advisor of the Year Award Qualification Form**

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## **Student Leadership Recognition Ceremony Wednesday, April 22, 2009**

**(Forms due Friday, April 3, 2009)**

The Office of Student Involvement & Leadership is now accepting nominations for the Advisor of the Year Award. The Advisor of the Year Award is established to recognize a faculty or staff member who has served a student group with meritorious assistance and guidance.

1. This award is open to any faculty or staff member of the UNO Community who volunteers to advise a chartered student organization.
2. Outstanding dedication and service should be evident.
3. All candidates must be nominated by a member or members of the group they advise.
4. Please type answers to questions. (Limit to 3 pages)
5. All nomination forms must be returned by Friday, April 3, 2009 to the Office of Student Involvement and Leadership, MH 159.
6. Additional forms are available in the Office of Student Involvement and Leadership.

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FRIDAY, APRIL 3, 2009**

# **“Advisor of the Year” - Nomination Form**

## **Student Leadership Recognition Ceremony**

**Wednesday, April 22, 2009**

(Forms due Friday, April 3, 2009)

Name of Advisor \_\_\_\_\_

Name of Organization \_\_\_\_\_

Advisor's Campus Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

1. Explain how this advisor has demonstrated outstanding service to your student organization.
2. Explain how this advisor's leadership has helped your organization be of service to the UNO community and/or the New Orleans community.

Name of the person making the nomination \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

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# President/Advisor Attendance Form

## Student Leadership Recognition Ceremony Wednesday, April 22, 2009

(Please type or print clear)

Organization/Department Name \_\_\_\_\_

President's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

- Yes our Organization President will be able to attend the Recognition Ceremony.  
 No our Organization President will not be able to attend the Recognition Ceremony.

Advisor's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

- Yes our Advisor will be able to attend the Recognition Ceremony.  
 No our Advisor will not be able to attend the Recognition Ceremony.

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