



BROWN

2020 Excellence Award Categories & Criteria for Selection

CITIZENSHIP

Making a Difference in Our Community

The Excellence Award for Citizenship will be presented to an individual or team that has enhanced the quality of life and made a substantial difference for employees, Brown University, or the greater community through a conscious commitment to public service. An individual or team may have initiated positive change in public service initiatives, enhanced Brown's commitment to sustainability, creatively encouraged community participation, or heightened awareness.

An individual or team may have:

- Created access to Brown's unique programs and services through open houses, demonstrations, lecture series, etc.
- Used research and resources to create a program to improve the lives of individuals who live and work in the community in which the University operates or beyond
- Initiated and/or successfully managed a program that brought needed resources to the community Brown inhabits or the world at large
- Gone above and beyond their role within the University to improve the conditions in which faculty, staff, and students work, learn, and live
- Collaborated with local and/or national non-profit agencies to raise awareness on campus and/or offer Brown community support around issues such as achieving equal economic, political, and social rights and opportunities for all members of society

ENVIRONMENTAL STEWARDSHIP

Making a Lasting Impact on the Environment

The Excellence Award for Environmental Stewardship will be presented to an individual or team that has made a significant and positive impact on the University's [Sustainability Initiative](#) as outlined by President Paxson in February 2019 or the University Sustainability Plan presented to the community for feedback in February 2020. Stewardship is defined as the "careful and responsible management of something entrusted to one's care." In that spirit, an individual or team has initiated change at Brown or in the local community that advances Brown's aggressive goal to cut its campus greenhouse gas emissions by 75 percent by 2025 and to achieve net-zero no later than 2040 or supports the University Sustainability Plan .

An individual or team may have:

- Demonstrated environmental stewardship by initiating programming or engaging staff, faculty, or students in furthering Brown's campus-wide sustainability initiatives
- Used research and resources to create a program that furthers Brown's goal to cut campus greenhouse emissions by 75 percent by 2025 and to achieve net-zero by 2040
- Initiated and/or successfully managed a program that brought needed resources to the community Brown inhabits or the world at large in furthering Brown's commitment to sustainability
- Gone above and beyond their role within the University to improve the conditions in which faculty, staff, and students work, learn, and live
- Collaborated with local and/or national non-profit agencies to raise awareness on campus and/or offer Brown community support around issues such as recycling and composting, a reduction in water or energy use, a unique recapture of University energy use to name a few

DIVERSITY & INCLUSION

Cultivating the Value of Diversity in Our Community

The Excellence Award for Diversity & Inclusion will be presented to an individual or team that has helped foster the six priority areas of *Pathways to Diversity and Inclusion: An Action Plan for Brown University*: people, academic excellence, curriculum, community, knowledge, and accountability.

An individual or team may have:

- Improved communications, policies, or customer service within a department to foster and promote a welcoming and supportive environment for all members of the University community with a specific emphasis on historically underrepresented groups
- Increased the compositional diversity of department staff and/or program committees by strengthening recruiting efforts through enhanced outreach
- Demonstrated leadership in striving for equitable practices that positively impact all members of society by initiating and/or successfully managing a program – either on campus or within a department – that engaged participants, increased knowledge and understanding around areas of diversity and inclusion, or effected change
- Developed programs or initiatives that focus on aspects of work life, with a particular emphasis on embracing various identities and differences and fostering work/life balance within a department or across the University

EFFICIENCY

Using Resources Effectively and Efficiently

The Excellence Award for Efficiency will be presented to an individual or team that has improved fiscal or operational management in a department or in the Brown community, without compromising necessary services or operations. Initiatives or achievements may have significantly improved a work process or system, increased the efficiency and productivity of an operation or department, or increased revenues or resources. The accomplishments may have also reduced costs, conserved resources, or eliminated redundancies or errors.

An individual or team may have:

- Identified, created, and implemented innovative solutions to streamline a business process or eliminate unnecessary work by making it easier, more efficient, and less costly
- Identified, improved, and streamlined a University practice, policy, or program that resulted in cost savings or financial gain for the department and/or the University
- Acquired duties, assignments, and projects, in addition to regularly assigned work, which allowed the department to accomplish desired outcomes without expanding resources
- Collaborated with colleagues to leverage talents across the University to save money typically spent on contracted professional services and external vendors, saving valuable resources for Brown

INNOVATION

Creating Innovative Solutions

The Excellence Award for Innovation will be presented to an individual or team that has developed and/or implemented an innovative program, service, policy, or process that has had a resoundingly positive impact on a specific department, Brown University, or the greater community. These innovators may have envisioned and implemented novel ideas and new methods that effected powerful change. This individual or team may have either developed new programs or may have improved upon previously existing programs in new and original ways that proved a benefit to the campus community.

An individual or team may have:

- Introduced a successful new method that resulted in original, relevant, and valued new products, processes, or services
- Transformed ideas into new or improved products, processes, or services that contributed to the advancement, competitive advantage, or differentiation of the University
- Designed and implemented a system or work product that enhanced a core program or service of the University
- Conceptualized and applied new solutions in research or technology through global collaboration that supported the learning enterprise and had University-wide impact

LEADERSHIP

Mobilizing and Engaging Others to Succeed

The Excellence Award for Leadership will be presented to an individual or team that has demonstrated excellence in managing people with a commitment to empowering, educating, and supporting staff. These managers have served as a role model by inspiring confidence, respect, and professional development in their department. At the foundation of this award is the ability to recognize, reward, and foster greater individual contributions and/or promote greater team cooperation to achieve higher levels of performance. *This award may not be limited to individuals who directly supervise others.*

An individual or team may have:

- Inspired staff to work creatively and collaboratively to achieve department and University goals by building strong relationships, communicating effectively, leading by example, engaging and motivating staff, and coaching for peak performance
- Provided meaningful, supportive feedback that motivates team members and helps individuals improve their performance
- Created or implemented processes to acclimate, mentor, and support new staff to ensure a seamless transition both in the department and at the University, resulting in greater productivity
- Encouraged and supported departmental staff to further their education through stretch assignments, professional development opportunities, or the Employee Education Program
- Collaborated with other leaders – within or outside of Brown – to benchmark and adapt policies or practices that effect positive change in a department or campus-wide

RISING STAR

Achieving a Seamless Transition and Making an Immediate Impact

The Excellence Award for Rising Star will be presented to an individual or team that has worked at Brown for a minimum of one year and less than three years and has made an immediate impact on their department and the University. This award recognizes the energy, enthusiasm, knowledge, and innovative ideas a new employee may bring to the workplace. An individual or team may have achieved any one of the accomplishments described in any of the categories.

SERVICE

Understanding Needs, Delivering Quality Service

The Excellence Award for Service will be presented to an individual or team that has a greater appreciation for customer's needs and how best to respond to them by approaching work through the eyes of the customer. This individual or team provides service or leadership that exceeds expectations, providing extraordinary assistance to students, faculty, staff, alumni, or parents that results in a positive outcome for the University.

An individual or team may have:

- Consistently exceeded expectations through listening, translating needs into solutions, and delivering quality service
- Developed or enhanced internal or external communications, cooperation, and/or collaboration with members of the Brown University community
- Fostered an environment that is welcoming, resulting in service delivered that exceeds expectations and leaves customers feeling valued
- Gone above and beyond to help a student, parent, faculty, staff, or other constituent in a manner that left a lasting impression