



AUGUSTA UNIVERSITY

AUGUSTA UNIVERSITY AND AU HEALTH EMPLOYEE ADVISORY COUNCIL GOLDEN PEN AWARD NOMINATION GUIDELINES

The Golden Pen Award recognizes employees who have reached a significant level of excellence in both their professional career and in the promotion of Augusta University and AU Health by publishing and/or presenting outside Augusta University in the previous 12 months from submission date. This award honors employees with superior writing skills and clarity of presentation.

I. GENERAL CRITERIA:

- a. Nominee must be an active employee of Augusta University or AU Health with at least one year of continuous employment.
- b. Nominee may not have any disciplinary actions on file for the previous 12 months.
- c. Superior writing skills of both style and clarity of presentation in one or more articles published in a professional journal or publication during the previous 12 months from submission date.
- d. Demonstrated outstanding leadership and effort through a speaking engagement at a professional conference during the previous 12 months.

II. NOMINATION PROCESS:

As you develop the description, you may wish to consider the following questions:

- a. How does this nominee model excellence in performance and outstanding accomplishments in their profession?
- b. How has the nominee earned distinction in publishing and professional presentations to be considered for this award?
- c. How does this nominee stand out from others in regards to their publishing efforts and professional presentations?
- d. Considering expected performance, how does this nominee go above and beyond to promote Augusta University and/or AU Health?

III. SUPPORTING DOCUMENTATION:

All supporting documentation can be attached to nomination, some examples are as follows:

- a. Examples of employee's outstanding initiative, resourcefulness, dedication, and/or leadership.
- b. List of publications and notable recognition by professional organization and/or invitation for presentation(s).
- c. Examples of significant accomplishments, notable success, or professional recognition received in meeting important performance goals for publishing and/or presenting.
- d. Letters of support/endorsement (optional).