



# NOMINATION FORM

**SEPTEMBER 2016 - APRIL 2017**

**SUPERVISORS:** Please submit one form per recommended participant for the Barton Leadership Institute. *Recommendations are due by Monday, June 13.*

**INSTITUTE CRITERIA:**

- Open to All Employees (Full-Time, Regular Part-Time & Adjunct)
- Minimum of Five – Maximum of 10 Participants
- Minimum Two Years of Satisfactory Barton Service
- Satisfactory Staff Performance Appraisal or Faculty Evaluation
- Supervisory Recommendation with Rational
- Participant Selection – Leadership Institute Committee

**PLEASE COMPLETE:**

**Recommended Participant Name:** \_\_\_\_\_

**Position Title:** \_\_\_\_\_

**Functional Responsibilities:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Rationale for Recommendation:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Supervisor's Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

***Please forward completed nomination form to Elaine Simmons.***