

## College Operating Procedures (COP)



**Procedure Title:** President's Award for Exemplary Service  
**Procedure Number:** 01-0109  
**Originating Department:** Office of the President

**Specific Authority:**

Board Policy n/a  
Florida Statute n/a  
Florida Administrative Code n/a

**Procedure Actions:** Adopted: 7/15/09; 10/11/10; 9/15/11

**Purpose Statement:** To provide specific guidelines as to how a Florida SouthWestern State College (College) employee is nominated for and honored by the President's Award for Exemplary Service.

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**Guidelines:**

The College issues one award, at the discretion of the president, to an individual currently employed by the College, who exemplifies an unusual and commendable level of leadership, dedication and service.

**Procedures:**

The College will award the President's Award for Exemplary Service at the discretion of the President.

The recipient must be currently employed by the College.

The President's Award for Exemplary Service is given to those individuals whose achievements reflect the mission of the College and a demonstrated commitment to student and/or organizational achievement.

Honorees may be nominated by a member of the President's Cabinet on or before July 1 of each year. The final decision rests exclusively with the President.

The award is to be treated as an exceptional honor and includes a cash stipend.

Nominations must be made using the attached submission form.