AWARD CRITERIA AND NOMINATION PROCESS

University of Hawai‘i at Hilo
PŪLAMA ‘IKE AWARD

Description
Presented to an individual who has made a significant contribution to developing and promoting the mission and spirit of the University of Hawai‘i at Hilo.

Eligibility and Nomination
1. All UH Hilo employees are eligible for this award.
2. Nomination form and deadline information can be found online at Faculty and Staff Awards.

Criteria
The selection committee will evaluate nominations based on contributions to:
1. Promoting the strength and potential of UH Hilo within the university and to the outside community.
2. Creating a strong sense of campus community through building bridges between offices, departments, and colleges.
3. Forging connections between the university and the external community.
4. Initiating and supporting entrepreneurial projects and/or seeking external funding to extend the resources of the university.
5. Expanding educational opportunities to residents of Hawai‘i and/or to the global community.

Guidelines for Selection Committee
1. Members of the selection committee will be appointed by the chancellor.
2. The selection committee will evaluate the nominations and forward its recommendation to the chancellor.
3. Members of the selection committee may not nominate or actively support a nominee.
4. If a member of the selection committee is a nominee, s/he will be replaced with another member appointed by the chancellor.

**Procedure**

Administrators, faculty, staff, and/or students may nominate candidates for the award. For a valid nomination, please follow these rules:

1. A completed nomination form.
2. A statement summarizing the extent to which the nominee meets award criteria.
3. Optional materials may include letters of support and other pertinent information provided by the nominee or nominator(s).
4. Nominees may be contacted for additional information.