**SF Lifetime Achievement Award**

The SF Lifetime Achievement Award (LTA) may be presented each year to a previous retiree of the college or to someone who will be retiring from the college during the current academic year who has consistently gone above and beyond in the performance of their duties. Nominees must have at least 10 years of service at Santa Fe College. Winners receive an inscribed vase and $500.

Nominations should be submitted to Human Resources ([human.resources@sfcollege.edu](mailto:human.resources@sfcollege.edu)) no later than January 12, 2024. Nominees are not required to meet all 5 of the criteria areas and will be selected based on total overall score and the opinion of the LTA Selection Committee. Letters of nomination should speak to the contributions and achievements of the nominee specifically referencing the LTA criteria as noted below.

1. Contribution: extraordinary service to key constituencies (30 pts.)

* Supporting internal and/or external constituencies in ways that exceed expectations and result in unexpected and very positive outcomes that support Santa Fe’s mission.

2. Innovation: recognize supportive practices, procedures, and policies (20 pts.)

* Bringing about significant positive changes for Santa Fe’s mission, Resolving, in unique/novel ways, problems that impede progress.

3. Leadership: innovative and proactive leadership (20 pts.)

* Utilizing highly effective and/or novel practices to inspire and lead others to contribute constructively to Santa Fe’s mission,
* Proactively identifying and resolving challenges that interfere with furthering Santa Fe’s mission,
* Providing service through coordinating or participating on college committees.
* Promotes a culture of excellence.

4. Prominence: community, state or national work for the college (20 pts.)

* Exemplary relationship building within and/or outside of the immediate organization
* Developing and utilizing strong, constructive and productive relationships that enable goals to be met that would be impossible otherwise.

5. Financial Stewardship and/or Sustainability: developed substantial cost-effectiveness or initiated sustainable practices (10 pts.)

* Identified improvements to Santa Fe practices, policies and/or program designs that result in substantial cost savings or
* Enhancing financial gain to the college while enhancing the ability to support Santa Fe’s mission.
* Finding alternative funding sources and cost neutral opportunities that support the mission of the College.
* Led efforts to improve sustainability