



## Distinguished Service Award

### Criteria

The Distinguished Service Award is for a Cal Poly alumnus/alumna who has distinguished himself/herself/themself through service to Cal Poly and/or the Cal Poly Alumni Association (CPAA). The criteria for consideration are as follows:

#### Selection Criteria

0-33% Service to Cal Poly

0-33% Service to the Alumni Association

0-33% Service to their community

Each Selection Committee member shall award nominees on a scale of 1-100 with 100 being outstanding. The member will then place a % with each score, with the total score not to exceed 100%. This will be compared with other nominations; the individual with the highest total shall be the top nominee submitted for Board approval.

#### Nomination Procedures and Process

Nominations will be accepted from Regional Network/Community leadership, Board Members, former Board Members, and the Cal Poly Community. Nominations will be accepted year-round. The Selection Committee will consider nominations received between January and March of each year.

Nominations will be submitted to the Alumni Relations Office via fillable form available on the CPAA website or via email. The Selection Committee will then evaluate all nominees and present the nominee evaluated highest to the Board for approval. Upon approval, the nominee will then be submitted for approval to the University President.

If said nominee does not meet Board or the University President's approval, the nominee in second place shall be submitted to the CPAA Executive Committee for approval and then forwarded to the University President.

It should be noted that current Officers (Executive Committee members) of the CPAA are not eligible for the award.

#### Nomination Form

A nomination form in substantially similar form to the attachment shall be made available as a fillable form on the CPAA website.

## Name of the Award

Distinguished Service Award or Cal Poly Alumni Association Service Award

## Award

The selected individual shall receive a plaque designating his/her achievement at the annual Honored Alumni Awards Ceremony.

## Selection Committee

The Selection Committee will be appointed by the CPAA President in January each year. The Executive Director shall be a permanent placement on this committee. The committee will meet as needed to determine the recommendation to the CPAA Board of Directors for selection.



**CAL POLY**  
**Alumni**

**Cal Poly Honored Alumni Nomination Form**  
**DUE MARCH 28, 2025**

Nominee's Name	
Nominating Award	
Graduation Year and Major	
Job Title and Business	
Mailing Address	
City, State, Zip Code	
Preferred Phone	
Email Address	
<b>Primary Cal Poly contact for administrative purposes:</b>	
Name	
Title	
Phone	
Email Address	
<b>Names and email addresses of individuals who should be copied on correspondence:</b>	
Name 1	
Email Address 1	
Name 2	
Email Address 2	
Name 3	
Email Address 3	

**Attach letter of recommendation from nominator that addresses the following:**

- 1. Why you are nominating the honoree?**
- 2. What qualities does the honoree display that make them deserving of this award?**
- 3. How has the honoree impacted college/department for the better?**
- 4. What has been this honoree's broader impact at Cal Poly, in industry, etc.**

**Optional: Feel free to include bio, resume, or any other additional information on the honoree.**

**Please submit nominations by March 28, 2025 to Jennifer Fanning at [jlfannin@calpoly.edu](mailto:jlfannin@calpoly.edu)**