



**Nomination Form and Cover Sheet
(Please include with complete nomination packet)
The Earl B. Higgins Award 2020**

The Earl B. Higgins Awards, presented annually, were established to honor the former director of minority affairs, Dr. Earl B. Higgins, and acknowledge the outstanding contributions, persistence and dedication individual members of the MUSC community (students, faculty, staff and healthcare professionals) make towards enhancing and advancing diversity and inclusion at the Medical University of S.C. Nominees should have contributed significantly in **three** of the following five areas (**check the appropriate award categories**):

- Enriches diversity through student, faculty, staff and/or patient recruitment, retention and enrichment
- Improves/enhances diversity through excellence in service to patients, families, and visitors
- Advances two or more of the several targeted areas of the D&I strategic plan: education and training, engagement and inclusion, communications/community relations/outreach and impacting performance outcomes and assessment
- Recognizes and takes initiative to act upon potential opportunities to significantly affect/influence the organization's academic health center environment as it pertains to embracing diversity
- Demonstrates an understanding of the benefits of diversity within MUSC and throughout the community and promotes outcomes that "create an inclusive experience for the lives we touch."

Nominees contributing in more than three areas are given greater consideration.

Nominee:

Name _____
 Position/Title _____
 Department _____
 E-mail _____ Telephone _____

Nominator (must be a MUSC employee or student):

Name _____
 Position/Title _____
 Department _____
 E-mail _____ Telephone _____

Check list:

- ✓ **Nomination form/cover sheet, résumé and nominator's letter clearly describing the contributions made by the nominee in three of the five categories noted above.**
- ✓ **Two additional endorsement letters supporting the nomination.**

Once completed, please send this form and all supporting documentation electronically to burnham@musc.edu , FAX to 843-792-1288, mail or deliver the complete packet to:

Willette S. Burnham-Williams, PhD, University Chief Diversity Officer
 Basic Sciences Building (BSB) Suite 104 - MSC 502, Charleston, SC 29425