



chair, and may meet as needed to accomplish their work. Meetings will be closed to the public to protect the privacy of nominees under consideration.

#### D. Administrative Support

The UAA Governance Coordinator shall provide administrative support to the committee, including the scheduling of meetings, drafting and maintaining process documents, receiving nominations, facilitating ceremony details for awardees, and coordinating with the Advancement Department and the Chancellor.

UAA shall conduct an annual solicitation for nominations to receive a Meritorious Service Award.

#### A. Eligibility and Criteria

The Meritorious Service Award is one of the highest recognitions the university can bestow. The award honors individuals who have made a substantial and lasting contribution to the university, the State of Alaska, or to their respective field or profession. Nominees should demonstrate strong character. Awardees may not be an employee of the University of Alaska System, member of the Board of Regents, or hold or be a candidate for an office of public trust in the United States at the time of receiving an honorary deg-

### C. Committee Review

The committee will review the nominations and materials submitted, and evaluate the merits of