



**Nomination Form and Cover Sheet  
(Please include with complete nomination packet)  
The Earl B. Higgins Award 2025**

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 and **refer the appropriate areas of service in letters. Nominees contributing in more than three areas are given greater consideration.:**

- 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."

**Nominee: Indicate below if you are nominating for the University, Student or Health Leadership award**

Name \_\_\_\_\_  
 Position/Title \_\_\_\_\_  
 Department \_\_\_\_\_

E-mail \_\_\_\_\_ Telephone \_\_\_\_\_  
 DEI Leadership Award Category (check one) Student \_\_\_\_\_ University \_\_\_\_\_ Health \_\_\_\_\_

**Nominator (must be a MUSC employee or student)**

Name \_\_\_\_\_  
 Position/Title \_\_\_\_\_  
 Department \_\_\_\_\_

E-mail \_\_\_\_\_ Telephone \_\_\_\_\_

**Check list: Nominations due by close of business February 21, 2025**

- ✓ 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.
- ✓ Three letters supporting the nomination: nominator's letter and two supporting letters

Once completed, please send this form and all supporting documentation electronically to [equity@musc.edu](mailto:equity@musc.edu) ,  
 Contact Rhonda Walters with questions: [waltersr@musc.edu](mailto:waltersr@musc.edu).