



**Nomination Form and Cover Sheet
(Please include with complete nomination packet)
The Earl B. Higgins Award 2024**

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 South Carolina. 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 to more than three areas are given greater consideration.

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

Name _____
 Position/Title _____
 Department _____

E-mail _____ Telephone _____

Nominator (must be a MUSC employee or student):

Name _____
 Position/Title _____
 Department _____

E-mail _____ Telephone _____

Checklist:

- ✓ **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.**
- ✓ **Submission MUST be received by 5 pm, EST, Monday, March 4, 2024**

Once completed, please send this form and all supporting documentation electronically to waltersr@musc.edu:

Rhonda Walters, Executive Assistant.
 Chief Equity Officer, Colcock Hall, 19 Bee Street, Rm 202
 Charleston, SC 29425