

Nomination for Faculty University-Wide Committee Membership

Date: [Insert Date]

To: [Committee Chair's Name]

[Committee Name]

[University Name]

Dear [Committee Chair's Name],

I am writing to formally nominate [Nominee's Full Name], a [Nominee's Title/Position] in the [Nominee's Department], for membership on the [Name of Committee]. Given [his/her/their] extensive experience and dedication to [relevant field or service], I believe [he/she/they] would make a valuable contribution to the committee.

[Nominee's Full Name] has demonstrated exceptional skills in [mention specific skills or experiences relevant to the committee's work], and has been actively involved in [list relevant projects, committees, or contributions]. [He/She/They] is well-respected among colleagues and has shown a commitment to enhancing our university's mission through [mention relevant initiatives or contributions].

I strongly believe that [Nominee's Full Name]'s involvement in the [Committee Name] will greatly benefit the work of the committee and the university as a whole. Therefore, I would like to encourage you to consider this nomination favorably.

Thank you for your consideration.

Sincerely,

[Your Full Name]

[Your Title/Position]

[Your Department]

[Your Contact Information]