Employee Excellence Award Nomination Form 2017

Nominee’s Name: ____________________________________________________________
(Please print) Last First

Title: ________________________________________________________________ Department: ____________________________________________________________

This Staff Council award recognizes a University staff member who demonstrates leadership, initiative and special contributions to the University and whose actions, deeds, and work ethic exemplify outstanding performance.

ELIGIBILITY
• Faculty, Staff and Students are eligible to nominate, but an employee cannot self-nominate.
• Nominee must be an above average performer as documented on an official performance evaluation.
• Nominee must have been employed on or before September 1, 2014. (Prior work as a student employee or a temporary worker will not be considered employment for this requirement).
• Nominee must be a regular budgeted employee working 20 hours a week or more.
• Nominee must be a staff member. Employees at Director level and higher are not eligible.
• Previous winners are not eligible to be nominated unless it has been 5 years since receiving the award. See website for past winners at http://staffcouncil.tamucc.edu.
• Word documents are accepted.

Nominator’s Name: ______________________________________ Date: ______________________
(Please print)

Contact Phone Number: __________________ E-mail Address: __________________________

Check here to keep nomination form anonymous: ___
Describe how this nominee shows leadership towards others and why they should be selected for an Excellence Award in the area of Employee Excellence.

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List examples of how this nominee shows initiatives and special contributions.

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Add any additional information that may further convey this staff member’s commendable service (Maximum 2 pages).

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Submit this form to John Paul Regalado at john.regalado@tamucc.edu or deliver it to John Paul Regalado at Faculty Center Room 147. Deadline is March 1, 2017 at 5:00 p.m. Thank you for your participation.