



**VICE PRESIDENT FOR STUDENT AFFAIRS AWARD FOR SERVICE EXCELLENCE
NOMINATION FORM**

MEMORANDUM

DATE: October 31, 2016
TO: Student Affairs Staff
FROM: Barb Snyder, Vice President for Student Affairs
SUBJECT: **VICE PRESIDENT FOR STUDENT AFFAIRS AWARD FOR SERVICE EXCELLENCE**
Deadline for Nomination: November 30, 2016

Nominations are invited for the 27th annual *Vice President for Student Affairs Award for Service Excellence*. Up to three awards of \$500 will be conferred. The purpose of this award is to recognize those individuals who render exceptional service to students, faculty, staff, and others in the University community, thus contributing to Student Affairs' goal of excellence in service. We all know staff members who consistently go above and beyond what is expected of them. Now is the time to celebrate these people.

Eligibility: All full-time staff members with three or more years of service within Student Affairs, except Vice Presidents, Deans and Directors are eligible for nomination. Nominees should meet one or more of the criteria listed on the nomination form (past awardees have shown excellence in most or all of the categories). The Selection Committee can only consider information provided in the nominating and support letters, so be sure to be thorough in your description of nominee's qualifications.

The awards will be given at the holiday luncheon scheduled for Tuesday, December 13th for all Student Affairs full-time employees. Mark this date on your calendar and be with us to honor those who have been models of excellence for all of us.

**PREVIOUS RECIPIENTS OF THE
VICE PRESIDENT FOR STUDENT AFFAIRS AWARD FOR SERVICE EXCELLENCE**

*University of Utah Staff Excellence Awards Recipient

- 1989 - Ann Campbell Scheduling Office	- 1990 - John Ashman Academic Advising	- 1991 - Carolyn Dyson Admissions Office	- 1992 - Lester Emmett Educational Opportunities
Russ Mandeles University Union	Terri Busch Bennion Center	Gregory Minckley Educational Opportunities	John Keyser University Union
LaRaine Monsen Residential Living	Monica Gomez-Rogerson Student Recruitment/High School	Marcie Neil Campus Recreation	Linda Phelps ^{*1998} International Center
- 1993 - Randy Flemings University Union	- 1994 - Cherry Ridges Student Involvement Center	- 1995 - Steve Baumann Educational Opportunities	- 1996 - Aglaia Fox ^{*2003} Dean of Students' Office
Richard Smith Residential Living	Rayna Scott Career Services	Cindy Esta Scheduling	Edith Kochenour Counseling Center
Susan Yost Academic Advising	Nancy Trevino Admissions	Elaine Woodward Financial Aid	Linda Worischek Registrar's Office
- 1997 - Patricia Tsuyuki Counseling Center	- 1998 - Luana Hughes Student Development	- 1999 - Wendy Burton Admissions	- 2000 - Wendy Clark Financial Aid
Mui Vuong Educational Opportunities	Ryck Luthi University Union	Terri Crow Residential Living	Deena Gehling University Union
Angela Wimmer Financial Aid	Brenda Young ^{*2005} Counseling Center	Carol Uresti Registrars	JoAnn Hulbert-Eagan Center for Disability Services
- 2001 - Evelina Day Campus Recreation	- 2002 - Sid Davis Center for Disability Services	- 2003 - Houshang Beik University Union	- 2004 - Linda Miller Admissions
Kris Hale Child Care	JoAnn Kanegae Counseling Center	Dana Sowby Career Services	Curt Larsen Bennion Center
Su'Ann Johansen Admissions	Kari Pittman Orientation / Leadership Development	Brian Wilkinson Campus Recreation	Lori McDonald Dean of Students' Office
- 2005- Dave Hosick Union Administration	- 2006- Glade Ellingson University Counseling Center	- 2007- Veronica Christensen Financial Aid & Scholarships	- 2008- Brian Burton A.S.U.U
Suzanne Jones Registrar's Office	Susan Larson Career Services	Karol Conrad Union Administration	Kim Hall Women's Resource Center
Aris Papadopoulos ^{*2006} Educational Opportunity Programs	George Lindsay ^{*2007} A.S.U.U.	Barb Remsburg Housing & Residential Education	Kerry Hill Student Insurance Manager Student Health Center
- 2009- Atilla Arici ^{*2009} University Union	- 2010- Leslie Giles-Smith ^{*2011} Counseling Center	- 2011- Sandy Bennett ^{*2012} Child Care Coordinating Office	- 2012- Kim Clarcken Union Administration
Deberah Hair Bennion Center	Marci Healy Conference & Guest Services	Karen Henriquez Financial Aid & Scholarships	Brenda Flynn Counseling Center/LEP
Michelle Jones Orientation / Leadership Development	Marilyn Owen International Center	Lindy Nielsen ^{*2012} Housing & Residential Education	Julian Gomez Campus Recreation
- 2013- Leslie Bolton Career Services	- 2014- Sylvia O'Hara Veterans Support Center	-2015- Kaye Clark ^{*2016} Enrollment Management	
Ryan Randall ^{*2014} Office of the Dean of Students	Duane Padilla Housing & Residential Education	Amber Cook University Office of Scholarships & Financial Aid	
Patricia Ruiz Housing & Residential Education	Caroline Peck Career Services	Kelly Dries Career Services	
		Frank Sitton ^{*2016} Housing & Residential Education	

Student Affairs Award for Service Excellence Nomination

Established in 1989, the Vice President's Award for Service Excellence acknowledges Student Affairs professionals who have shown superior service to the University community. The annual awards recognize outstanding people from Student Affairs agencies across the campus community. The award is not intended to recognize vice presidents, deans or directors.

Nomination Procedures:

1. Fill in nominee's information below
2. In 500 words or less (per question) submit a written statement addressing the questions on the following page
3. You may attach up to three letters of support

**Nominations not following these procedures will be accepted, but the award committee will only review the first 3 letters of support.*

Criteria for consideration: Nominations must show how the nominee meets these criteria (most successful nominations address all of the criteria):

SERVICE:

- Demonstrates exceptional ability in quality of work, proficiency, initiative, skills in dealing with people, dependability, and creativity (quality of work as measured against the type of work being performed).
- Exhibits through personal qualities a high degree of the following:
 - Teamwork
 - Positive Attitude
 - Willingness to Cooperate
 - Ability to relate to others (colleagues and students) in a manner that reflects well upon the University.
- Shows ongoing desire for improvement
- Has knowledge and understanding of the University and its functions
- Establishes and maintains effective working relationships/communication with co-workers, leadership, and internal/external customers

COMMITMENT:

- Service to the University demonstrates an attitude of ongoing commitment to assist the University in achieving its mission
- Contributions have long-lasting benefits to the individual and the University community
- Supports and participates in Departmental/University initiatives

Nominations may be made by any member of the University community (student, staff, or faculty), but are particularly invited from staff members of Student Affairs. All are encouraged to participate in recognizing qualified and deserving staff. All nominations will be considered individually, regardless of home department.

Return this section with your letters of support.

Name of Nominee	_____	Telephone #	_____
Current Position	_____	Date of Student Affairs	_____
Department	_____	Full-Time Hire	_____
Nominee's Supervisor	_____	Supervisor's Phone #	_____

In your attached nomination and supporting letter(s) describe and give examples of the individual's specific efforts to provide excellent service to University students, faculty and staff (in accordance with the criteria outlined in the award announcement). All nominations will be considered individually, regardless of home department.

Signature of Nominator

Date

Nominations MUST BE RECEIVED on or before, November 30, 2016 by 5:00 PM:
Student Affairs Vice President's Award for Service Excellence, c/o Patricia West
Student Development, 270 Union, twest@sa.utah.edu, (801) 585-9727

Student Affairs Award for Service Excellence Nomination

Commitment to Service Excellence:

In 500 words or less, please describe the traits exemplified by the nominee which result in superior work performance. Is there some special achievement that should be recognized by this award? Please Describe.

**If your nomination exceeds the space on this page, you are welcome to submit an additional page.*

Commitment to the University:

In 500 words or less, please describe what actions are taken by the nominee to assist in achieving the department/institutional mission contributing to long-lasting benefits in the University community?

**If your nomination exceeds the space on this page, you are welcome to submit an additional page.*