



EMPLOYEE RECOGNITION AWARDS CRITERIA

Instructions:

Review the criteria below and nominate an employee or employees you would like to see recognized for their diligence and achievements. To be eligible for consideration, the nominee must have been employed by the University on or before May 26, 2007. Group or team nominations must include the name of each employee. If any of the employees in a group nomination do not meet the eligibility requirements, they will be removed from the nomination. Only one nomination per form (individual or group) will be accepted. Self nominations and anonymous nominations will not be considered. Eligibility is not open to the following leadership classifications: University President, Provost, and Vice President.

Completed nomination forms must be submitted no later than 5:00 p.m. on Friday, April 25, 2008.

Division of Human Resources - CSC 1146 - University Park. For additional information, please call (305) 348-3206.

AWARD	ELIGIBLE EMPLOYMENT CLASSIFICATION	CRITERIA (VALUES/MISSION/VISION)
Presidential Excellence Award	Faculty, Administrative*, and Full-time Staff** or a group of these employment classifications	Supported institutional, strategic, and operational excellence by restructuring processes to improve efficiency, productivity, and quality; and/or implementing critical programs; receiving recognition from peers in the academic community for excellence in research, scholastic, or creative activities.
Gabor Community Award	Faculty, Administrative*, and Full-time Staff** or a group of these employment classifications	Supported the University's mission of promoting exemplary public service and fostering innovation on a project or program that helped to advance the University or the community during the past year.
FIU Opportunity Award	Administrative* or group of Administrative* employees	Promoted FIU's vision of being a top urban, public, research university by contributing outstanding service to the University or community.
FIU Knowledge Award	Full-time Staff** or a group of Full-time Staff**	Served as a role model for the pursuit, generation, dissemination, and application of knowledge through professional development, mentorship, and/or peer development.
TIAA-CREF Torch Award	Faculty, Administrative*, and Full-time Staff** or a group of these employment classifications	Exemplified FIU's institutional values of honesty, integrity, and truth by exhibiting the highest standards of character and ethical behavior.
FIU Sustainability Award	Faculty, Administrative*, and Full-time Staff** or a group of these employment classifications	Promoted FIU's respect for the environment by providing knowledge, education, and modeling ways to achieve climate preservation as well as capitalize on the economic opportunities of the solutions developed.
FIU Seal of Achievement Award	Full-time Temporary*** or a group of Temporary*** employees (Employees must work a minimum of 30 hours a week)	Demonstrated FIU's philosophy of innovative and creative thinking by accomplishing a significant goal or fulfilling a mission that helps to advance the University.

*Administrative (formerly A&P) **Staff (formerly USPS) ***Temporary (formerly OPS)



EMPLOYEE RECOGNITION AWARDS NOMINATION FORM

Name of Nominee(s) Department Name & Address Telephone

Nominee(s) Supervisor's Name Department Address Telephone

Award Nominated For:
(Please reference the *Employee Recognition Awards Criteria* matrix for eligible employee classifications.)

- _____ Presidential Excellence Award
- _____ Gabor Community Award
- _____ FIU Opportunity Award*
- _____ FIU Knowledge Award**
- _____ TIAA-CREF Torch Award
- _____ FIU Sustainability Award
- _____ FIU Seal of Achievement***

Exclusive to Administrative (formerly A&P) **Exclusive to Staff (formerly USPS) * Exclusive to Temporary (formerly OPS)*

Summarize why this individual or group merits consideration for this award. (Attach no more than one page of supporting documentation)

Nominator's Name (Please Print) Title Department Name & Address Telephone

FOR HUMAN RESOURCES USE ONLY

Employee's Hire Date: _____ Pay Plan: _____ Reviewed by: _____