

SONstar Nomination Form

Your e-mail address: _____

Date of nomination: _____

Please cite specific examples of how your nominee achieves at least one of the criteria listed below. If any criteria do not apply, please enter N/A in the space provided. If a space is left blank and you do not enter N/A, your nomination form will be returned to you.

1. Nominee's Name: _____

2. Significantly improves external or internal customer service or increases faculty/staff/student satisfaction.

3. Significantly improves a work process, increases the efficiency of a procedure, or is innovative in terms of solutions, planning or organizational effort.

4. Takes initiative to reduce organizational barriers through such activities as mentoring, voluntarily assisting coworkers, and participating in cross-functional teams.

5. Works to foster collaboration, communication, and cooperation among colleagues and University and/or School constituents.

6. Performs at a level above and beyond normal job requirements.

7. Other contributions.

Note: Write from your heart. This is neither an essay, a scholarly article nor an official document. What you write will not be edited, "corrected," nor retained. No additional materials are necessary nor desired other than the nomination form. Handwritten examples and commentary are fully acceptable.

Email or give completed form to Heather Becker