Classified Employee Recognition Nomination Form – Fall 2017

Name of Nominee _____   Dept. _____

Your Name _____   Dept _____   Phone _____

Criteria:

- All nominees must be permanent full/part-time classified professionals of Fullerton College, <u>employed with the District for at least five years</u>, and in good standing;
- Nominations may be submitted by administrators, faculty, staff, or students;
- Employees may receive more than one nomination, but each nomination must be individualized;
- Nominations must be submitted on this form.

Submit one nomination form per person. Using the prompts below, please state the reasons why this nominee should be considered for the Classified Recognition Award. In the content of your reasons, <u>please do not indicate the employee's name or gender (he/she)</u>. If you have any questions please contact Sharon Kelly at ext. 25386.

==**Fall 2017 nominations are due by 5:00 p.m. on <u>Thursday, October 26, 2017</u> to Sharon Kelly via inter-campus mail. THANK YOU!**==

JOB PERFORMANCE – explain the nominee's professionalism, knowledge on the job, leadership role, motivation and commitment to the college mission.

POSITIVE ATTITUDE – explain the nominee's commitment to the college mission, enthusiasm, positive attitude and leadership role.

INTERPERSONAL SKILLS – explain the nominee's effective professional relationship, participation in the college, collaboration/teamwork and communication.

EXTRA MILE – explain the nominee's acts of service above and beyond "the call of duty" including additional leadership through participation in college committees.

CAMPUS-WIDE INVOLVEMENT – explain the nominee's commitment to the college mission and involvement in campus-wide committees/training/events.