

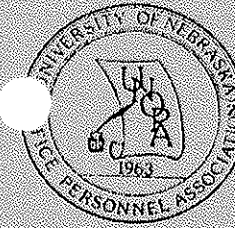
2003

2003-04 UNOPA Outstanding Staff Award

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University of Nebraska
Office Personnel Association

**Floyd S. Oldt 2003-2004
Outstanding Staff Award**

The Floyd S. Oldt Outstanding Staff Award was created to recognize an office/service, hourly employee at the University of Nebraska-Lincoln who demonstrates distinguished service and contributions to the University community. This award is made possible by an endowment to the University Foundation by Floyd S. Oldt. Any University employee can nominate another employee for the award; however, no self-nominations are allowed.

To be eligible, the nominee must be a permanent, hourly employee of UNL with at least five (5) years of service and 50% or greater FTE. An individual is eligible to be the recipient of this award only once. Nominations will be accepted for University of Nebraska-Lincoln employees, University of Nebraska District Research and Extension Centers or Central Administration employees, and employees of UNO & UNMC whose primary work location is on the Lincoln campus. Members of the 2003-2004 Awards Committee, including the director, and UNOPA elected officers are ineligible. Individuals who have previously received this award are ineligible. An individual cannot be nominated for both the Floyd S. Oldt Outstanding Staff Award and the Floyd S. Oldt Silver Pen Award within the same membership year.

The recipient of the 2003-2004 Outstanding Staff award will receive a monetary cash award of \$1,000, a plaque, and a one-year UNOPA membership. All nominees will receive a printed certificate to commemorate their nomination and will be recognized at the presentation luncheon on Tuesday, February 10, 2004, at the East Union.

This information may be found on UNOPA's website:
<http://www.unl.edu/unopa/staff.htm>

FLOYD S. OLDT 2003-2004 - OUTSTANDING STAFF AWARD

GUIDELINES AND APPLICATION PROCESS

1. Complete a cover page with the following:

NOMINEE'S INFORMATION

Nominee's Full Name Title

Date of Hire

Department Campus Address

NOMINATOR'S INFORMATION

Nominator's Name

Campus Address Phone Number

2. Please limit your response to two (2) typed pages according to the criteria listed below. To help assure impartiality, nominee's name, title, and department are noted ONLY on the front cover page.
3. Include no more than three (3) letters of recommendation in support of this nomination
4. To be considered, nominees must meet ALL eligibility requirements listed on the first page, second paragraph. Judging will be based on a point system with each question worth from "0 to 10" points.
5. Return nomination information no later than Friday, January 9, 2004.

CRITERIA FOR EVALUATING NOMINATIONS

1. Explain how nominee has performed beyond expectations within their position(s) during employment at UNL.
2. What significant contributions has the nominee made to the University as a whole?
3. In what activities (past or present) does the nominee participate for the purpose of self-development and/or professional growth?
4. Provide evidence of the nominee's character, personal attributes, and caring attitude as an employee of the University.

5. How does the nominee exhibit creative contributions beyond normal work assignments?

6. How does the nominee inspire a "teamwork" attitude?

7. Include no more than three (3) letters of recommendation.

The selection panel will consist of six judges, all from UNL: one administrator, one faculty member, a director, a manager or supervisor, one office employee, and one service employee.

NOMINATIONS DEADLINE: January 9, 2004

AWARD PRESENTATION: February 10, 2004 – East Union

RETURN NOMINATION , COVER PAGE, AND LETTER(S) OF RECOMMENDATION TO:

Becky Hastings
UNOPA Awards Director
1700 Y Street
City Campus 0606

Questions - contact one of the following Awards Committee members:

Becky Hastings, Awards Director - 472-2085
Barb Carley - 472-0083
Kathy Schindler - 472-9827
Jan Wassenberg - 472-6965