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## 1993-94 Floyd S. Oldt Silver Pen Award Nominations & Staff

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**FLOYD S. OLDT  
SILVER PEN AWARD  
1993-1994**

The University of Nebraska Office Personnel Association (UNOPA) established the Silver Pen Award in the 1987-88 academic year to honor a University of Nebraska-Lincoln C-line employee who has demonstrated superior performance while employed at UNL and who has made significant contributions to the University community. Since this award was established in the year of UNOPA's Silver Anniversary and the Pen is an instrument common to all UNL personnel, the award was appropriately named the Silver Pen Award. During the 1991-1992 academic year, through an endowment by the Floyd S. Oldt Foundation, the award was renamed the Floyd S. Oldt Silver Pen Award. Any University of Nebraska employee may nominate another eligible employee who has not previously been the recipient of the award.

All C-Line employees engaged in secretarial, clerical, or business work in the educational system of the University of Nebraska-Lincoln, the University of Nebraska District Centers or Central Administration, and UNO or UNMC (if their primary work location is on the UNL campus) are eligible for nomination. The UNOPA Executive Board and the current Awards Committee members are ineligible.

The two recipients of the 1993/94 awards will each receive a monetary cash award of \$600, an engraved A.T.Cross Silver Pen, a framed certificate, and a one year UNOPA membership. All Floyd S. Oldt Silver Pen Award Nominees will receive a printed certificate to commemorate their nomination and will be recognized at the presentation luncheon on Tuesday, December 14, 1993, at the City Campus Union.

**RETURN NOMINATIONS TO:**  
Sandy Watmore, Director  
UNOPA Awards Committee  
1820 R Street  
City Campus 0644  
472-2252

**NOMINATION DEADLINE: November 5, 1993**  
**AWARD PRESENTATION: December 14, 1993**

UN-L 0645  
BUS SRUC CMPLX  
1700 Y STREET  
LINCOLN, NEBRASKA 68502

FLOYD S. OLDT 1993-94 SILVER PEN AWARD NOMINATION

I \_\_\_\_\_ would like to submit for  
(Nominator)  
consideration \_\_\_\_\_,  
(Nominee's full name)  
\_\_\_\_\_ for the  
(Nominee's Title and Department)

1993-94 Floyd S. Oldt Silver Pen Award!

Nominator's Department: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Campus Phone Number: \_\_\_\_\_

~~~~~  
**NOMINATOR:** On separate paper, please complete the following statements about your nominee. Limit replies to no more than one typed page per question, one side of the page, and no more than three letters of recommendation. Include the Nominee's total number of years of service to the University and the number of years the nominee has served in their present capacity. To assure impartiality, all nominations must be non-gender specific (Example; no: he/she, him/her, mother/father, etc.; instead, use: this individual, employee, parent, etc.) and the nominee's name, title, & department be limited to this initial form. To be considered, nominees must meet all eligibility requirements and nomination materials must be received by the due date. FAX and self nominations will not be accepted. The selection panel will consist of six judges, all from UNL: an administrator, one faculty member, a director, a manager or supervisor, one office employee, and one service employee. The judges will base their decision on a point system with each statement worth up to 10, 15, 25, or 40 points as indicated below. Please return this nomination form and seven copies of your replies and letters of recommendation by Friday, November 5, 1993 to: Sandy Watmore, Awards Committee Director, 1820 R Street, CC 0644:

- ~~~~~
1. Explain how this individual has performed beyond the expectations within their position(s) during their employment at the University. (40 points)
  2. What significant contributions has this individual made to the University outside of their department? (25 points)
  3. In what activities (past/present) does the nominee participate for the purpose of self-development and/or professional growth? (15 points)
  4. Provide evidence of the nominee's character, personal attributes, and caring attitude as an employee of the University. (10 points)
  5. Please list any other information relevant to the nominee and to support this nomination, please add no more than three letters of recommendation. (10 points)
- ~~~~~

If you need additional information, please contact Sandy Watmore (2-2252).



**FLOYD S. OLDT 1993-94 OUTSTANDING STAFF AWARD NOMINATION**

I \_\_\_\_\_ would like to submit for  
(Nominator)  
consideration \_\_\_\_\_,  
(Nominee's full name)  
\_\_\_\_\_ for the  
(Nominee's Title and Department)  
1993-94 Floyd S. Oldt Outstanding Staff Award!

Nominator's Department: \_\_\_\_\_

Campus Address: \_\_\_\_\_

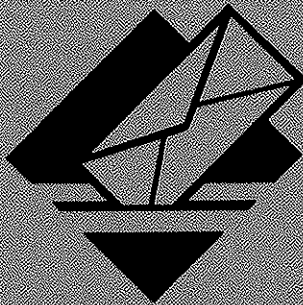
Campus Phone Number: \_\_\_\_\_

~~~~~  
Please complete the following questions or statements about your nominee. Limit your nomination replies to no more than two typed pages (one side of the paper only) and include a maximum of three letters of recommendation. All questions should be answered in a blind format/non-gender specific (Example: no he/she, him/her, mother/father, etc.; instead use this individual, this employee, this parent, etc.) whenever possible. To help assure impartiality, include the Nominee's name, position, department, nominator, contact information, and date of hire on this initial form only. The selection panel will consist of six judges, all from UNL: an administrator, one faculty member, a director, a manager or supervisor, one office employee, and one service employee. Nominees must meet all eligibility requirements to be considered and we cannot accept FAX copies or self nominations. Please return this nomination form and seven copies of your replies and letters of recommendation by Friday, January 7, 1994 to: Sandy Watmore, Awards Committee Director, 1820 R Street, CC 0644  
~~~~~

1. Explain how the nominee has performed beyond the 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. Please list any information to support this nominee and up to 3 letters of recommendation.

~~~~~  
If you need additional information, please contact Sandy Watmore (2-2252).





# 1993/94 FLOYD S. OLDT OUTSTANDING STAFF AWARD

This annual award was created to recognize an outstanding University of Nebraska-Lincoln office/service employee who demonstrates distinguished service and contributions to the University community. It is made possible by an endowment left to the University Foundation by Floyd S. Oldt for this purpose. Any University staff person can nominate another employee for the award. The nomination forms are to be filled out by the nominator in cooperation with the nominee's supervisor. This award will be presented at the University of Nebraska Office Personnel Association's (UNOPA) February 8, 1994 luncheon/meeting.

Any permanent hourly employee at UNL with 50% or greater FTE who works in the educational system of the University of Nebraska-Lincoln, the University of Nebraska District Centers or Central Administration, and UNO or UNMC (if their primary work location is on the UNL campus) is eligible if they have been at UNL for at least 5 years and have not been the recipient of this award in the past. The 1993/94 UNOPA Executive Board and current members of the Awards Committee are ineligible.

The recipient of the 1993/94 award will receive a plaque, a one year membership in UNOPA, and a monetary gift of \$1000. All Floyd S. Oldt Outstanding Staff nominees will receive a printed certificate to commemorate their nomination and will be recognized at UNOPA's February 8, 1994 luncheon/meeting at the City Campus Nebraska Union.

ZUGMIER, RHONDA L  
1700 W STREET  
BUS SRVC CMPLX  
UN-L 0646

RETURN NOMINATIONS TO:  
Sandy Watmore, Director  
UNOPA Awards committee  
1820 R Street  
City Campus 0644

NOMINATION DEADLINE: FRIDAY, JANUARY 7, 1994  
PRESENTATION DATE: TUESDAY, FEBRUARY 8, 1994