

interoffice

MEMORANDUM

DATE: September 22, 2009

TO: Vice Presidents, Deans, Department Chairs, Program Directors, Faculty and Staff

FROM: Freeman Hrabowski
President

Elliot Hirshman
Provost and Senior Vice President for
Academic Affairs

SUBJECT: Call for nominations for staff awards

We invite all departments and offices to submit nominations for the following 2009-10 staff awards:

- *Presidential Distinguished Staff Awards, Exempt and Non-Exempt*
- *Board of Regents USM Exempt and Non-Exempt Staff Awards*
- *Jakubik Family Endowment Staff Award*, recognizing staff who support student success

Nominations should be forwarded to the attention of the Staff Awards Committee (SAC) in the Office of the Provost by October 30, 2009.

The campus is fortunate to have so many talented and dedicated Exempt and Non-Exempt staff working in support of our mission. Last year, the USM Board of Regents recognized Ralph Murphy (Department of Biological Sciences) for his exceptional contribution to the mission of UMBC. Sue McMillian (Office of the Provost) and Sandy Campbell (Institutional Advancement) won Presidential Distinguished Staff Awards, and Lori Logan-Bennett (Career Services) won the Jakubik Family Endowment Award.

We encourage administrators, faculty, and staff who are familiar with the contributions of outstanding staff to nominate them for one of these prestigious awards. To make the nomination process for the various staff awards as straightforward as possible, the SAC requires submission of only one nomination letter and completion of a brief nomination form. Descriptions of the three different kinds of awards and the different eligibility requirements for each, along with a nomination form and a list of SAC members, can be found at

<http://www.umbc.edu/provost/StaffAwards>.

If you have questions about staff awards, please address them to Beth Wells, Assistant Vice Provost for Academic Affairs, at bwells@umbc.edu.

Again, we encourage you to consider nominating our most deserving staff colleagues by the October 30 deadline. Thank you.