
YOU ARE INVITED

We invite administrators, faculty, and staff who are familiar with the contributions of outstanding staff to nominate them for one of these prestigious awards:

- The Board of Regents USM Exempt and Non-Exempt Staff Awards
- The Presidential Distinguished Professional Staff Award
- The Presidential Distinguished Staff Non-Exempt Award
- The Jakubik Family Endowment Staff Award

Required nomination form and complete instructions are available at www.umbc.edu/StaffAwards. Nominations should be forwarded to the attention of the Staff Awards Committee (SAC) in the Office of the Provost by **October 30, 2009**.

The Deadline for Submissions is October 30, 2009.

Please send all submissions to the Staff Awards Committee, Office of the Provost and Senior Vice President for Academic Affairs.

INFORMATION YOU'LL NEED TO INCLUDE:

- Name of the Staff Member Recommended
- Department
- Position Title
- Years of Service
- Status (Exempt or Non-Exempt)
- Letter providing detailed description of accomplishments, services, or contributions upon which the nomination is based.
- The resume or CV of the person nominated, or if the candidate does not have a resume, ask him/her to complete a Professional History form, available on the website.
- Please do not submit additional information beyond the requirements stated above.
- Limit: One nomination per year from each department.
- The required nomination form and complete instructions can be found at www.umbc.edu/StaffAwards



*UMBC Presidential
Staff Awards,
Board of Regents
USM Staff Awards,
& Jakubik Family
Endowment
Staff Award*

2009-2010

BOARD OF REGENTS AWARDS

Since 1999, the Board of Regents has presented University System Staff Awards to recognize distinguished performance by Exempt and Non-Exempt employees. These awards are presented to six USM staff members who have demonstrated excellence in one of the following categories:

- Exceptional contribution to the institution and/or the unit to which the person belongs
- Outstanding service to students in an academic or residential environment
- Extraordinary public service to the university or to the greater community

Eligibility:

Any full-time exempt staff member (previously Associate Staff) or full-time non-exempt staff member, who has been employed for a minimum of 5 consecutive years in USM.

First Step:

All nominations are first reviewed by a UMBC committee. From these are chosen the nominations UMBC will send forward to the Board of Regents.

The Award:

System-wide, an award will be made in each category to an Exempt Staff member and a Non-Exempt Staff member, and will carry a \$1,000 stipend. Recipients will be honored at a UMBC event in Spring 2010 and by the Board of Regents in Summer 2010.

UMBC PRESIDENTIAL DISTINGUISHED PROFESSIONAL STAFF AWARD

Criteria:

The Presidential Distinguished Professional Staff Award recognizes exceptional performance, leadership and service by a member of the University staff. The recipient of this award will have a career that is distinguished by a dedication to the fulfillment of the campus' goals and mission, by professional accomplishments, and by campus service. Particular emphasis will be placed on contributions that have had a wide-ranging and enhancing influence on the entire campus community.

Eligibility:

Any full time exempt staff member (previously Associate Staff) including academic administrators, who has been employed at UMBC for at least 7 years. (An individual whose primary appointment is that of a faculty member is not eligible.)

The Award:

The Presidential Distinguished Professional Staff Award recipient will be honored at a UMBC event in Spring 2010, and receive an allowance of \$2,500 for professional development.

JAKUBIK FAMILY ENDOWMENT STAFF AWARD

Criteria:

The Jakubik Award recognizes staff contributions to student success in any or all of these areas:

- Innovative advisement or student academic services; excellence in teaching; mentoring to undergraduate students; development of new programs to further the learning environment; and creative application of technology to the student learning process.

UMBC PRESIDENTIAL DISTINGUISHED STAFF - NON-EXEMPT AWARD

Criteria:

The Presidential Distinguished Staff - Non-Exempt Award recognizes exceptional performance and/or service by a member of the University staff. The recipient of this award will have extraordinary dedication to the fulfillment of the campus' goals and mission.

Eligibility:

Any regular full-time non-exempt staff member (formerly known as Classified Staff) who has been employed at UMBC for at least 1 year and has fulfilled his/her probationary period.

The Award:

The Presidential Distinguished Staff - Non-Exempt Award recipient will be honored at a UMBC event in Spring 2010, and receive an allowance of \$2,500 for professional development.

Eligibility:

Any staff member who has worked at UMBC for at least 5 years and who has made positive contributions to student success.

The Award:

The Jakubik award recipient will be honored at a UMBC event in Spring 2010 and will receive a \$500 stipend.