

2009-10 Star Award

An employee recognition program of Pulaski Technical College.

About the Star Award

The Star Award program recognizes exemplary performance by Pulaski Technical College faculty and staff. All regular full-time faculty and staff are eligible for nomination.

The Employee Recognition Committee will select one faculty member and one staff member to receive the Star Award each month. Nominees who are not selected for an award are eligible for future consideration and/or re-nomination.

Monthly Star Award recipients will be eligible for consideration for the Susan K. Reid Award for Teaching Excellence and the Quenton C. Burge Award for Service Excellence, which are presented at the Employee Recognition Luncheon in May.

Nomination

The following items must be included in the nomination packet:

- Nominee's name, title, division, department and contact information
- Name of nominee's immediate supervisor
- Description of outstanding performance as outlined in the nominee's position description, related goals, and his/her specific contributions to the mission, goals and values of Pulaski Technical College
- Evidence of professionalism such as awards, honors, associations, committees, campus and community activities, etc....
- Letters of support from no more than three co-workers and/or community members that specifically address the nominee's qualifications for receiving the award
- A letter of support from the nominee's supervisor
- Signature of person submitting nomination

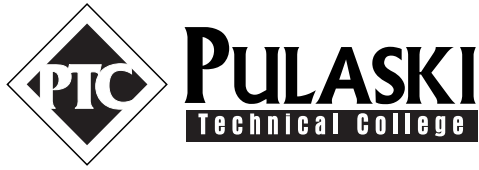
Application Deadline and Submission

Deadline for receipt of nominations for the Staff Senate Involvement Committee is the **10th of each month.**

Nominations should be sealed in an envelope and sent to:

**Star Award
Staff Senate Involvement Committee
Administration 113
Pulaski Technical College
3000 West Scenic Drive
North Little Rock, AR 72118**

For more information, contact Lennon Parker, staff involvement committee chair, at lparker@pulaskitech.edu



**2009-10 Star Award
Nomination Form**

Please type or print neatly.

Date: _____

Check one category: Faculty nominee: _____ Staff nominee: _____

Nominee's name: _____ Nominee's title: _____

Nominee's division: _____ Nominee's department: _____

Nominee's office address (building/room/location): _____

Nominee's office phone number: _____ Nominee's immediate supervisor: _____

Please limit answers to the following questions to one page each.

1. Provide evidence of outstanding performance with regard to the nominee's position responsibilities and related goals.

2. Provide evidence of how the nominee's professional activities and/or responsibilities (not otherwise detailed in your response to question 1) have contributed to the mission, goals and values of Pulaski Technical College.

3. **Provide evidence of professionalism such as awards, achievements, honors, associations, committees, campus and community activities, etc....**

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Remember:

- Attach letters of support from no more than three co-workers and/or community members that specifically address the nominee's qualifications for receiving the award.
- Attach a letter of support from the nominee's supervisor.

Signature of person submitting nomination: _____

Contact number: _____