2016 OUTSTANDING STAFF EMPLOYEE-OF-THE-YEAR
NOMINATION FORM

California State University, Chico

Click here to enter text.
Nominee

Click here to enter text.
Department

Click here to enter text.
Job Title

Click here to enter text.
Years of University Service

Nominations will be accepted from any member of the University and each should be signed by only one person. Only one nomination form is required per nominee. A minimum of three original, signed letters of support, covering all areas listed, may be submitted. Original letters of support are to be sent individually to the Staff Council Office.

Once the nomination period is closed, the list of nominees will be released in an official campus announcement. Nominees may be included in current and future campus publications and publicity.

Submission deadline, February 28th, 2017, at noon.

Return to: Staff Council office, zip 160
Email to: Staff Council

Forms and letters will not be returned to nominators; please make copies if necessary.

Click here to enter text.  Click here to enter text.  Click here to enter text.
Nominator Signature  Department  Date

Guidelines
Please respond to the following areas and give specific examples for justification. If you feel that you do not have sufficient information in a particular area, you may wish to confer with other persons to obtain the necessary information. Please attach additional pages as needed.

**Personal Contributions**
- Expertise
  
- Dedication
  
- Enthusiasm
  
- Work Quality
  
- Professional Development

**Relationships with People** (describe the kinds and extent of contacts the nominee has had with the following)
- Co-Workers

- Others (students, staff, faculty, community)

**University-Wide Service** (describe specific involvement)

Click here to enter text.