

# University of Nebraska at Omaha

## UNO STEP UP Award

Dear Colleague:

The UNO Step Up Award honors faculty and staff members who have volunteered or in some fashion gone out of their way to bring a project to fruition for the betterment of UNO - whether the duties involved fit the faculty or staff member's usual job description or not. Groups of people may also be recognized.

Please take a moment to read the criteria below, reflect on people with whom you work, and submit a nomination for the new Step Up Award. This year's **deadline is October 15, 2007**. Thank you for your nomination!

### Criteria for Consideration

1. Volunteer spirit exhibited perhaps in response to an unexpected event, regardless of job description, to take on extra work to deal with the issue at hand.
2. The impact of the nominees' efforts, either short term or long term.
3. The gravity of the situation, the scope of the work, and the amount of time involved.

### Procedure

1. Members of the campus community may nominate any person or group for consideration by submitting the Step Up nomination form in writing to the Chancellor's Office (EAB 201).
2. No more than twelve awards within an academic year will be granted unless unusual circumstances warrant.
3. The Chancellor will make the final choices from the Selection Committee recommendations.
4. Nominations will be reviewed for the current year ONLY and will not be carried forward to the next year. Should a nominee not be chosen as a recipient, s/he can be nominated the following year.

# University of Nebraska at Omaha

## UNO STEP UP Award Nomination

The UNO Chancellor has created Step Up Awards, which are intended to recognize individuals or groups of faculty or staff who, in the last year, volunteered to take on and complete unexpected University-related work that was above and beyond the scope of their normal responsibilities. In recognition of stepping up to help the University of Nebraska at Omaha, I nominate the following faculty/staff for a Step Up Award.

Date: \_\_\_\_\_

Name of Nominator \_\_\_\_\_

University Position: \_\_\_\_\_

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

Name of Nominee: \_\_\_\_\_

University Position: \_\_\_\_\_

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

Please describe below your specific reasons for nominating this individual/group. The nomination description/information should not exceed two (2) double-spaced pages. NO additional supporting material is needed.

Please see the criteria on attached page for the application process. The application is due to Chancellor Christensen by **October 15, 2007** in the Chancellor's Office, EAB 201.