

Monday, February 8, 2010

Nominations for AP award program now being accepted

Besides the personal satisfaction, there may be another reward for Oakland University Administrative Professional employees who went the extra mile in 2009: \$1,000.

Nominations for the AP Award program are now open, and will be accepted until Feb. 24, 2010. The program recognizes employees who went above and beyond their regular job duties and provided advancements based on criteria outlined in 11 categories.

The **AP Award Nomination Form** is available on the University Human Resources Web site.

To be eligible for the awards, AP employees must have been hired before Jan. 5, 2009. Nominations can be made by supervisors, peers or colleagues. Employees may also self-nominate. However, employees who were rated as "needs improvement" on their last performance appraisal are ineligible.

Nominations may be forwarded to the next-level supervisor for additional comments or sent directly to the divisional vice president or president. An eligible AP employee may be nominated in more than one category, but the total award cannot exceed the maximum allowed.

There are no restrictions placed on the frequency an employee can receive an award. However, consideration will be made to ensure that all employees are given the chance to be recognized.

The AP awards will be announced in late March. For more information, contact Mike LaFave at (248) 370-3477 or at lafave@oakland.edu.

SUMMARY

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