



2018 IT&R Outstanding Contribution Awards

Nomination Forms: <http://www.itr.ucf.edu>

Nomination Period Extended: February 14 - March 21

We are pleased to announce nominations are now being accepted for Information Technologies and Resources' Outstanding Contribution Awards. Four awards will be available in the following categories:

Award Distribution Based on the IT&R employee's classification:

	Change Agent (1 Award)	Service (1 Award)	Partnership (Several Awards)	Student Employee (Up to 1 Award per unit)
A&P, USPS & 30+ Hour OPS	\$1,000	\$1,000	Awardees invited to Partnership Luncheon	
Faculty	\$1,000 for professional development/travel	\$1,000 for professional development/travel	Awardees invited to Partnership Luncheon	
Undergraduate & Graduate Students				\$50.00 UCF Gift Card

The selection committee will evaluate candidates based on information obtained from submission materials. Nomination narrative and letters of recommendation should clearly state and demonstrate the following:

- Nominee's accomplishments according to the specific award criteria
- How the nominees' accomplishments represent efforts above/beyond their normal scope of duties
- Clear documentation of exceptional service, partnerships, or contributions

Nominations are reviewed by a five-member committee. Committee representation will include 1 USPS, 1 A&P, and 1 Faculty member from within IT&R, and two members external to the Division. Nominations are submitted electronically through IT&R website at: <http://www.itr.ucf.edu>

Please Note:

Only IT&R employees are eligible for nomination.

Please call 407-823-4664 or email maritza.pomales@ucf.edu with any questions



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Nomination Deadline: **Wednesday, March 21**

Outstanding Service Award

Eligibility: Candidate must meet **any or all** of the following:

- Exceptional customer service to students, faculty, staff or external constituents
- Extraordinary contributions to the University community
- Contributions in external community matters
- Contributions in the employee's field

Outstanding Change Agent Award

Eligibility: Candidate must meet **any or all** of the following:

- Has made a significant contribution to the field or University
- Initiated the development and delivery of a new unique application/product/service or employed an original approach with positive outcomes

Outstanding Partnership Award

Eligibility: Candidate(s) must meet **any or all** of the following:

- Has worked with one or more units to deliver a specific application/product/service or achieved a significant University goal
- The partnership is essential to addressing a critical need at the University
- The partnership contributed to improved success of a program or service

Outstanding Student Employee Award

Eligibility: Candidate(s) must meet the following:

- Must be an enrolled student functioning as a student employee within IT&R
- Must be an undergraduate or graduate student in good standing
- Must have been employed in the IT&R Division continuously for at least 6 months by March of each year
- Must be enrolled at least part-time and maintain a 3.0 GPA or higher
- Must have demonstrated superior job performance, leadership skills, and demonstrated ability to work effectively with supervisors and other department personnel (i.e. student workers, faculty, and staff)

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