

## Outstanding Staff Award rubric

*Nominators are strongly encouraged to provide specific, detailed examples that clearly demonstrate how the nominee meets or exceeds each rubric criterion. Effective nominations go beyond general praise and describe observable actions, measurable outcomes, and concrete impacts that align with the stated expectations. Providing clear, well-supported information helps ensure a fair and thorough evaluation and enables the award committee to make the most informed decision.*

Criteria	Excellent (4-5 pts)	Good (2-3 pts)	Average (0-1 pt)
<b>Criteria 1:</b> Excellence in Service	Nominee has clearly demonstrated ongoing exceptional service to the college community	Nominee has demonstrated some exceptional service to the college community	Limited or unclear evidence in the nomination that any exceptional service has been demonstrated
<b>Criteria 2:</b> Initiative and Creativity	Nominee has clearly demonstrated initiative and creativity in carrying out their job duties	Nominee has demonstrated some initiative and creativity in carrying out their job duties	Limited or unclear evidence in the nomination that initiative and creativity has been demonstrated
<b>Criteria 3:</b> Cooperative and Supportive Approach	Nominee has clearly demonstrated a cooperative and supportive approach to others in the college	Nominee has demonstrated a somewhat cooperative and supportive approach to others in the college	Limited or unclear evidence in the nomination that a cooperative and supportive approach has been demonstrated
<b>Bonus Value</b>	Multiple nominations were received from different areas or populations of the college regarding different examples of outstanding service.	Multiple nominations were received from different areas or populations of the college regarding the same example of outstanding service.	Multiple nominations were received from the same areas or populations of the college regarding the same example of outstanding service

## Nomination Form Description & Questions

### Outstanding Staff Award

Given to a staff employee of the College of Pharmacy for three or more years who provides outstanding and ongoing excellence in services to faculty, staff, students, alumni and/or others outside of the college; performs at a level that often exceeds the expectations of one's position; demonstrates initiative and creativity in carrying out one's responsibilities; exhibits a cooperative and supportive approach to others in the college community; and possesses the qualities of being dependable, reliable and self-motivated. The award carries a one-time \$750 bonus and personalized engraved award.

**Eligibility:** All full-time and part-time staff members with **at least three years** of continuous service in the College of Pharmacy in regular non-faculty positions may be nominated. A staff member cannot win this award if they have won it in the previous three years.

#### Past Recipients:

- 2025: Marco Finocchi
- 2024: Steve Barrish, Tonya Fletcher, Rori Taylor-Goldsmith
- 2023: Katie Marks

**Question 1:** How has the nominee exhibited outstanding and ongoing excellent service to the college community? Provide specific example(s) if possible.

**Question 2:** How has the nominee demonstrated initiative and/or creativity? Provide specific example(s) if possible.

**Question 3:** How has the nominee exhibited a cooperative/supportive approach, dependability, and/or self-motivation? Provide specific example(s) if possible.