MEMORANDUM

TO: College of Medicine Faculty and Staff

FROM: Steve Goldschmid, MD
Dean, College of Medicine

DATE: Monday, February 3, 2014

RE: College of Medicine Tucson “Lura Hanekamp” Staff Awards of Excellence

One of the most important components of on-going strategic operations in our College is the belief that our employees are of excellent quality, and additionally that we let them know how important their work is to the success of all our endeavors. It is inherent to all of us to reward the outstanding contributions that our employees at all levels continue to demonstrate.

The College of Medicine Staff Action Council (COMSAC), which has been representing staff here for over 23 years, co-sponsors the annual AHSC Awards of Excellence presentation. This event, which includes light snacks, is being held on Thursday, April 10, 2014 from 2:00 pm to 4:00 pm in DuVal Auditorium. Three awards will be given to College of Medicine employees in a competitive process by nominations from any AHSC employee.

These “Lura Hanekamp” Awards of Excellence have the following criteria:

- Nominee must have completed their probationary period
- Nominee must be a permanent staff employee
- Nominee must work at least 20 hours per week
- Nominee must have at least “meets job expectations” on employee review
- Nomination packet must include at least three letters of recommendation. These letters should give specific examples of excellence that the employee demonstrates beyond the job duties expected in their position, i.e., outstanding achievement, contributions toward efficiency, and unusual service or contributions to individuals or for the section/department in general.

Nomination deadline is Friday, March 14, 2014. Submit packet to COMSAC, COM Dean’s Office at PO Box 245017 or COM Lobby, Room 2201. More information including a basic nomination form is available at the COMSAC website: http://www.comsac.medicine.arizona.edu. Questions should be directed to the COM Awards of Excellence Committee Co-Chairs: Hildi Williams, hildi@email.arizona.edu or Jose Solorzano, joses@email.arizona.edu.

I strongly encourage you to nominate someone who has made an outstanding contribution in your area; we must be sure our fellow workers on all levels know we appreciate the excellent work that they do for our mutual benefit.