Rochester Community and Technical College
Achievement Award Nomination Form
FY 2009

The purpose of Achievement Awards is to provide individual employees, or teams of employees, recognition for exemplary work performance. Granting such an award is one of the few, tangible ways we have to recognize outstanding performance. Awards must fall within the guidelines of the collective bargaining contract or plan governing the employment relationship with employees eligible for the contract or plan.

Employee/Team Name _____ Title:_____

Division/Department _____ Supervisor:_____

Bargaining Unit: ☐ MAPE ☐ MMA
☐ Commissioner's Plan ☐ Managerial Plan

Type of Award: ☐ Individual Performance ☐ Team Performance (all team members must be in an eligible bargaining unit)
☐ Special Project ☐ Cost Savings

Explanation of Nomination: *(Be sure to address all aspects of the criteria and attach additional pages and performance appraisal form, if necessary.)*

_____
_____
_____
_____
_____
_____
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_____
_____
_____
_____
_____

Signatures:

Supervisor of Nominee: _____ Title: _____ Date: _____

Return the completed and signed nomination form and supporting documents
To Renee Engelmeyer, Human Resources, Box 13
by June 16, 2009