

**Rochester Community and Technical College**  
**Achievement Award Nomination Form**  
**FY \_\_\_\_\_**

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.)*

**Signatures:**

Supervisor of Nominee: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Return the completed and signed nomination form and supporting documents  
To Beth Arntson, Human Resources, Box 13**