

STAFF AWARDS EVALUATION RUBRIC

Nominee Name:

Permanent Staff Employee Criteria	0-Doesn't Meet Criteria;1- Meets Criteria; 2- Exceeds Criteria
This person makes contributions to increase the organization within their office to increase productivity	
This person develops and/or implements improved work processes	
This person exhibits exceptional customer service	
This person has found ways to realize cost savings within their office	
This person has made other specific contributions to the success of their office	
Total	

Nominee Name:

Temporary Staff Employee Criteria	0-Doesn't Meet Criteria;1- Meets Criteria; 2- Exceeds Criteria
This person makes contributions to increase the organization within their office to increase productivity	
This person develops and/or implements improved work processes	
This person exhibits exceptional customer service	
This person has found ways to realize cost savings within their office	
This person has made other specific contributions to the success of their office	
Total	

Nominee Name:

Outstanding Staff Member Presidential Service Criteria	0-Doesn't Meet Criteria;1- Meets Criteria; 2- Exceeds Criteria
This person assists many others in a variety of offices and organizations campus-wide	
This person often assists in campus-wide projects	
This person consistently responds to requests for assistance from any office or organization on campus or off	
This person consistently solicits partnerships with other offices/organizations in order to benefit the students	
Total	