

STAFF APPRECIATION AND RECOGNITION (STAR) Berkeley STAR Nomination Form

Name of Nominee:	UCPath Employee ID:	
Job Title:	Job Title Code:	
Unit/Department Name:	Proposed Award Amount:	
Provide a brief description (1-3 paragraphs) of the specific reason for nomination and linkage to one or more of the UC Achieve Together criteria. If the nomination is for an employee in another unit, please consult with the employee's home unit regarding how the award cost will be covered.		
<p>Eligibility for award (both boxes must be checked):</p> <p><input type="checkbox"/> The nominee is a non-represented employee or a represented employee in the Clerical (CX) represented bargaining unit.</p> <p><input type="checkbox"/> The nominee has a rating of "meets expectations" or above and has no outstanding disciplinary actions.</p>		
Nominator Name:	Signature:	Date:
Nominator's Unit:	Contact address:	
E-mail address:	Phone:	
Supervisor: <i>(if other than Nominator)</i>	Signature:	Date:
Next Level of Authority		
Name:	Signature:	Date:
Office Use Only:		
<input type="checkbox"/> Award Approved Award amount: (copy to be placed in nominee's Personnel File)	Guidelines: <ul style="list-style-type: none"> • Up to \$500 for Spot Award (less taxes) • an employee can receive up to 4 spot awards 	

<input type="checkbox"/> Award Denied	
Reason for Denial:	
Recognition Award Administrator Name:	Signature:
Job Title:	Date:

October 2021

Please complete this form and return to your Recognition Award Administrator.

Whatever the contribution that is being recognized, it should reflect at least one of the Achieve Together Criteria:

- Collaboration - Enhances individual work by soliciting contributions from others and enhances others' work by contributing to their success to more effectively meet unit goals.
- Goal Accomplishment - Achieves individual goals that contribute to unit priorities.
- Inclusion & Belonging – Demonstrates respect for people and their differences, regardless of race, ethnicity, class, gender identity and expression, sexual orientation, socioeconomic status, ability, country of origin, cultural, political, religious, or other affiliations. Understands the benefits of a diverse workforce, is trusted and respected by others, includes and welcomes others, and works to understand the perspective of others.
- Innovation - Uses knowledge, skills, and professional experience to seek efficiencies and improve work outcomes.
- Job Mastery - Demonstrates the knowledge, skills, and abilities that result in high performance and contributions within the scope of the employee's job description.
