

USC Staff Assembly

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USC Staff Assembly Staff Monthly Recognition Award Guidelines

PURPOSE:

The Scholarship and Awards Committee proposes the following guidelines for the Staff Monthly Recognition Award. The Staff Assembly and the University Staff Club jointly offer the Staff Monthly Recognition Award, which was instituted at USC in 1986. Although, it is a joint award, the awardees are selected by the USC Staff Assembly Scholarship and Awards Committee. In order to have clear transparency about our process and to avoid any conflicts of interests, the Committee wanted to propose the following guidelines.

PROPOSED GUIDELINES:

All members of the Executive Committee will abstain from submitting nominations.

All members of the Scholarship & Awards Committee will abstain from submitting nominations.

Staff Assembly members, with the exclusion of the Executive Committee and Scholarship & Awards Committee, may nominate individuals.

Staff Assembly members, with the exclusion of the Executive Committee and Scholarship & Awards Committee, may be nominated for the award, however the nominators cannot be current Staff Assembly members.

Scholarship & Awards Committee members will abstain from reviewing nominations if they work in the same school/department of the nominee.

Any potential conflict of interest situations will be discussed with the Scholarship & Awards Committee.

X Kristi Culpepper

Kristi Culpepper

USC Staff Assembly President

6-29-2022

Date