

NORTHLAND COMMUNITY AND TECHNICAL COLLEGE
ACHIEVEMENT AWARD NOMINATION

Name(s)	Bargaining Unit/Plan: <input type="checkbox"/> AFSCME <input type="checkbox"/> MMA <input type="checkbox"/> MAPE <input type="checkbox"/> Managerial Plan <input type="checkbox"/> Comm. Plan	Campus/Location
Employee's Position/Special Project:		

(Note: Customized Training Representatives have their own Achievement Awards policy (Minnesota State Policy CP#0005)

Please check appropriate box(es):

- ☐ Overall Outstanding Performance
☐ Special Project
☐ Cost Containment

Describe why or how the employee's performance is outstanding as indicated above. Please consider, but need not limit yourself, to the factors listed below. Attach additional pages if necessary: (*NOTE: Improperly documented nomination forms will not be considered.*)

- | | |
|---|---|
| <ul style="list-style-type: none"> ▪ Excellence in work performance ▪ Contributes to the department's/college's priority initiatives ▪ Respect for students/customers ▪ Creativity and innovation | <ul style="list-style-type: none"> ▪ Cooperation with others through teamwork and information sharing ▪ Demonstrated commitment to the college's mission and values |
|---|---|

Request Amount/Type of Award (lump sum/step):	Date:
Nominated by:	Date:
<input type="checkbox"/> Approved for Achievement Award <input type="checkbox"/> NOT approved for Achievement Award	Approved Amount/Type of Award:
President's Signature	Date:

Return to Vice President of Human Resources