

Jennifer L. Wise Good Stewardship Award

GOAL	The Jennifer L. Wise Good Stewardship Award is designed to recognize outstanding contributions made by University of Oklahoma staff who have been determined to have demonstrated the qualities associated with good stewardship.
AWARD	One \$3,000 award may be given annually to a staff employee.
ELIGIBILITY	To qualify for the Jennifer L. Wise Good Stewardship Award, the staff member must be appointed through the Norman Campus for at least three consecutive years, not counting student or other temporary employment, with an FTE of 1.0. The staff member must not have received a monetary award from the Staff Senate member group within the past three years. Faculty, students, and other temporary employees, executive officers, and administrative officers are not eligible for recognition through this program.
CRITERIA FOR SELECTION	<p>To qualify for the Jennifer L. Wise Good Stewardship Award, candidates must have consistently provided excellent service and good stewardship of the resources available to the University of Oklahoma. The outstanding staff member should reflect perspective, initiative, and efforts that transcend the boundaries of the good stewardship responsibilities.</p> <p>Candidates also should exhibit the following professional and personal characteristics:</p> <ul style="list-style-type: none">• demonstrate outstanding financial and/or administrative management skills• effective interpersonal communication and organizational skills• ability to address crisis situations in a professional manner• mastery of institutional regulations, policies, and procedures
SELECTION PROCESS	Nominations are due to the Provost's Office in early March. Each nomination must be accompanied by a minimum of two and a maximum of four letters of support, which specifically indicate how the nominee meets the criteria for selection. One of the letters must be from the department chair or an individual who serves in a supervisory capacity to the nominee. Members of a selection committee will evaluate the nominations. Their recommendations are due to the Provost's Office in late March. The Senior Vice President and Provost makes the final selection. The recipient is recognized at the staff awards ceremony in the spring.