



UC SANTA CRUZ

Division of Undergraduate Education

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UE Academic Human Resources

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This month's featured unit is the Undergraduate Education Academic Human Resources Office, which launched its work this fiscal year. The unit was many years in the making, and involved the combined efforts of several campus constituents. [Continue reading here...](#)

STAR Awards

Do you know of someone who has done outstanding work or had an outstanding achievement? Nominate them for a STAR Award! Nominations will be accepted online at star.ucsc.edu through May 19, 2017. The division will also be awarding 8-10 Platinum STAR Awards to recognize exceptionally high-quality work and an exceptional or unique contribution to the unit, division and/or campus. Platinum STAR Awards must be submitted by unit heads, and are limited to no more than two nominations.

Staff Appreciation Breakfast

Mark your calendars! The Annual Staff Appreciation Breakfast will take place on Thursday, June 22nd from 8:30-10:30 a.m. More details will be forthcoming through a formal invite.

Divisional Toolkit

Do you have business travel plans and need to know how to proceed? Do you need to be reimbursed for a work-related purchase? What should be included when onboarding a new employee? When do you need top-level approval for an event?

The answers to these questions and much more can be found in the [UE Divisional Toolkit](#). This is a one-stop spot for answers to common questions. Make this your first stop when looking to negotiate the maze of forms and procedures. We are always adding new links and information and value your comments and suggestions.



[Divisional Toolkit](#)

[Extra Mile Awards](#)

[UE Academic Human Resources](#)

[Green Office Certification Program](#)

[STAR Awards](#)
