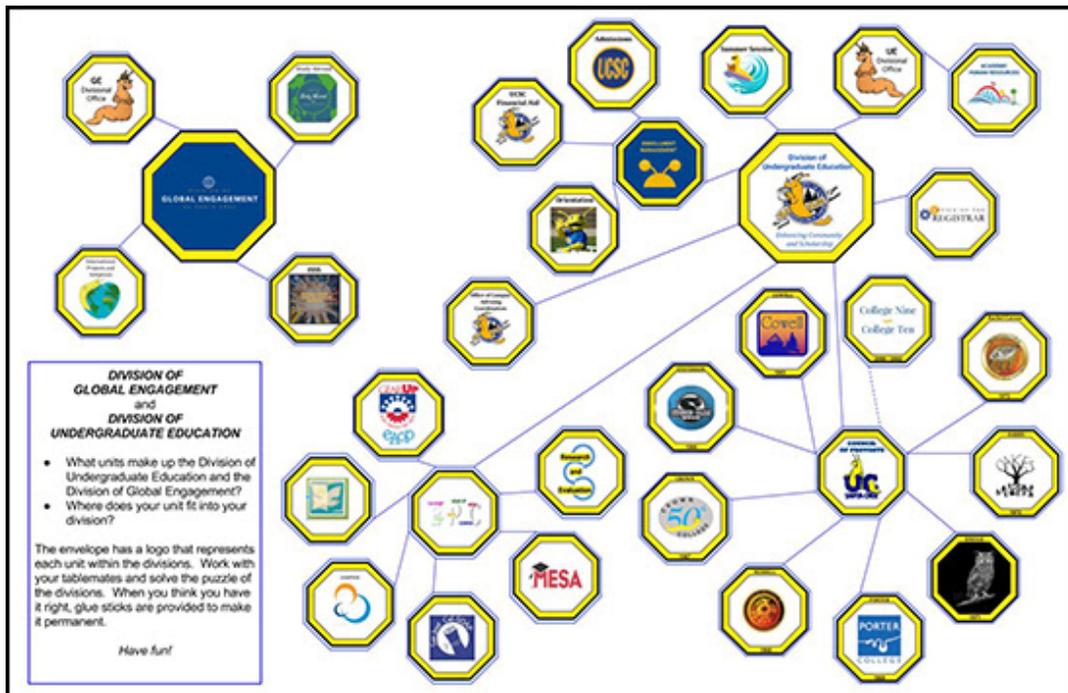




# UC SANTA CRUZ

## Division of Undergraduate Education

July 2017



## 2017 Staff Appreciation Breakfast

by David Abercia

Assistant Vice Provost and Chief of Staff, Division of Undergraduate Education

June is the month for two of the most important events of the year: fiscal close and the divisional Staff Appreciation Breakfast. The breakfast is undoubtedly more fun than fiscal close and each year, since 2015, staff have come together to celebrate accomplishments of the past year. The event is also an opportunity to recognize staff, set aside time for colleagues to interact across the division, and ultimately feel appreciated. [Continue reading here...](#)

### Performance Appraisals

With the fiscal year officially closed, it's time to work on performance appraisals, which cover the period July 1, 2016, to June 30, 2017. This year's performance appraisal process will be completed entirely online! Policy-covered (non-represented) staff appraisals are due July 28, 2017,

and represented staff appraisals are due September 1, 2017. More information about this year's process can be found on the UE [website](#).

### Extra Mile Awards

Would you like to recognize the contributions of a team member in the division? Submit an [Extra Mile Award](#) nomination! Nominees will receive a \$25 gift card to Amazon, and a certificate. Nominators will need to provide a brief description (3-5 sentences) of how the individual they are nominating went the extra mile. Gift cards and certificates will be distributed on a bi-weekly basis. While an employee may receive several award nominations, **only one gift card will be provided per quarter** (due to IRS regulations), although certificates will be given for each nomination.

### Disposition Day

You're invited to participate in Disposition Day on July 21, 2017. Disposition Day is an annual event that encourages the safe and secure destruction of confidential university records. More information can be found on the UC Santa Cruz [events calendar](#).

### Thumbs Up Awards

Do you know a staff member who goes above and beyond to help the university? The UC Santa Cruz Staff Advisory Board is pleased to announce the 2017 Thumbs Up Awards. An award is a small bit of recognition that can be given to an individual UC Santa Cruz staff member, an entire team, or an academic in an administrative role (such as a dean or department chair) for special service rendered as a campus employee. Each nominee is a winner!

To make a nomination, please visit the [SAB website](#). Nominations must be submitted by July 15.



[Rachel Carson College Provost Search](#)  
[Divisional Toolkit](#)  
[Extra Mile Awards](#)

UE Academic Human Resources  
Green Office Certification Program  
Performance Appraisals

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