

## **The CSW 2009 “Vision” Awards**

The UA Commission on the Status of Women (CSW) created the Vision Awards Program in 1999 to honor leaders who manage their units in ways that exemplify the vision set out by the original ABOR Commission in 1990 (nomination criteria may be found on the following page). University staff, faculty, graduate and undergraduate students, and administrators are encouraged to nominate individuals who cultivate diversity and advance the CSW goals relating to Campus Climate, Career and Professional Development, and Compensation and Equity.

### **NOMINATION PACKETS MUST BE RECEIVED BY 5 P.M., MONDAY, OCTOBER 26th, 2009**

#### **Awards**

Up to three recognition awards will be presented on Tuesday, December 1<sup>st</sup>, at a reception to honor the recipients.

#### **Eligibility**

Current UA employees with the title of Dean, Department Head, Director, Chair, and those in positions with significant personnel oversight responsibilities are eligible for nomination. Personnel in classified staff positions may well be suitable for consideration.

#### **Nomination & Submission Procedure**

Submissions must consist of two items:

1. A completed nomination form
2. A nomination letter describing the nominee's qualifications. The letter must not exceed four (4) pages prepared as a single-spaced, 12-point type document.

***Submit 1 copy of the completed nomination packet on or before 5 p.m. Monday, October 26, 2009 to the Commission on the Status of Women using one of the following methods:***

- By electronic mail to [mullerc@email.arizona.edu](mailto:mullerc@email.arizona.edu) (*Preferred method*)
- By FAX to the attention of Cheryl Muller, (520) 621-9423
- Campus Mail delivered to: Cheryl Muller – Disability Resource Center, PO Box 210095, Tucson, Arizona 85721-0095

#### **Evaluation Process**

Nomination packets will be reviewed by members of the CSW Executive Committee, which consists of CSW Workgroup Chairs and Ex Officio Members. Nominators may be contacted by the Evaluation Committee for additional information. Nominators and award recipients will be notified by phone and electronic mail on or before November 2<sup>nd</sup>, 2009. A confirmation letter will follow by campus mail confirming the award.

For further information, contact CSW Co-Chairs Linda Brecci, at (520) 626-4108, [brecci@u.arizona.edu](mailto:brecci@u.arizona.edu) or Christine Salvesen, at (520)626-8494, [cls@email.arizona.edu](mailto:cls@email.arizona.edu).

## **Nomination Criteria**

Nominees must have actively promoted the CSW/campus diversity goals within her/his unit or department. These goals are described in question format below and may be explored in UA diversity reports to gain a deeper appreciation of the characteristics the Vision Award seeks to recognize. The nominee's performance should be described in three general areas: *Climate, Development, and Equity*.

Nomination letters should contain specific and verifiable information describing the nominee's commitment to diversity and the successes that have been achieved. The questions that follow are intended to assist in the development of a comprehensive testimonial and will be used to guide the Vision Awards Evaluation Committee.

### ***Campus Climate***

- How does the nominee work to create and / or sustain a workplace that values diversity, civility and respect among and between various campus groups: faculty, staff, graduate students, and undergraduates?
- How does the nominee address problems related to discrimination, harassment, and retaliation?
- Has the nominee promoted access to available implemented formal or informal programs to promote awareness and understanding of gender and culture differences?
- Has the nominee implemented diversity-focused hiring practices that ensure adequate consideration of women and minorities in all positions within the unit?
- How does the nominee model these values in his/her interactions with all groups?

### ***Professional Development***

- How does the nominee promote a culture of learning and personal advancement?
- How are department funds used to ensure appropriate professional development for employees, including graduate and undergraduate students?
- Does the nominee encourage mentoring and cross training within the unit?
- Does the nominee support use of the 16-hour professional development release policy?
- Does the nominee encourage use of the Qualified Tuition Reduction program and / or participation in professional development opportunities offered through Human Resources or other departments?

### ***Compensation and Equity***

- How do unit compensation practices help to ensure equity by gender and ethnicity at all levels, pay grades, and employment groups?
- How do unit performance appraisal practices ensure appropriate rewards and recognition for all members of the unit?
- How does the nominee promote shared governance and specifically the inclusion of women and minorities in unit decision-making across all levels and employment groups, including graduate and undergraduate student employees?
- Does the nominee support flexible schedules, enable use of Family Medical Leave, and facilitate Compassionate Transfer of Leave policies?
- How does the nominee create a desirable and productive workplace that values the needs of individuals while achieving unit goals?

**COMMISSION ON THE STATUS OF WOMEN “VISION” AWARDS  
2009 NOMINATION FORM**

**Nominee Information**

Name: \_\_\_\_\_ Official UA Title: \_\_\_\_\_

Department and Campus Address (include PO Box): \_\_\_\_\_  
\_\_\_\_\_

Campus Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Nominee’s Supervisor Information**

Name and Title: \_\_\_\_\_

Department and Campus Address: \_\_\_\_\_  
\_\_\_\_\_

Campus Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Nominator Information**

*Primary Nominator* (Will be contacted to inform of the outcome of the nomination)

Name and Title: \_\_\_\_\_

Department and Campus Address: \_\_\_\_\_  
\_\_\_\_\_

Campus Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Length of time you have known the nominee and in what capacity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please complete the following **Additional Nominator Form(s)**, as needed, to identify all individuals included in the nomination process.*

**COMMISSION ON THE STATUS OF WOMEN “VISION” AWARDS**  
**2009 ADDITIONAL NOMINATOR FORM**  
*(Submit information for each individual supporting the nominee)*

**Nominee Information**

Name: \_\_\_\_\_ Official UA Title: \_\_\_\_\_  
Department: \_\_\_\_\_

**Additional Nominator Information**

Name and Title: \_\_\_\_\_  
Department and Campus Address: \_\_\_\_\_  
Campus Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Length of time you have known the nominee and in what capacity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional Nominator Information**

*Additional Nominator*

Name and Title: \_\_\_\_\_  
Department and Campus Address: \_\_\_\_\_  
Campus Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Length of time you have known the nominee and in what capacity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional Nominator Information**

Name and Title: \_\_\_\_\_  
Department and Campus Address: \_\_\_\_\_  
Campus Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Length of time you have known the nominee and in what capacity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_