

ABAC's "High Five" Award Nomination Form

Nominate your fellow ABAC faculty or staff person when you see him or her do something that is above and beyond the call of duty; something that shows outstanding commitment to ABAC.

Person Nominated

Date

Department

Position

Describe what this individual did above and beyond his/her normal responsibilities to deserve this recognition:

Submitted by (please print)

Signature required

Date

Rules:

- 1 There will be only one \$50 gift certificate awarded each month.
- 2 Faculty and staff will be considered together.
- 3 All employees, full-time and part-time, are eligible to nominate and to win. (Excluding students)
- 4 The completed nomination form should be sent to the Office of Human Resources.
- 5 All nominees will receive a certificate of appreciation.
- 6 A drawing will be held on Thursday morning of each week. The employee chosen in the weekly drawing will be recognized in the FOCUS and will receive a T-shirt donated by the ABAC Bookstore.
- 7 The weekly winners will be eligible for the monthly drawing. The monthly winner will also be recognized in the FOCUS and will receive a T-shirt and a \$50 gift certificate.
- 8 The FOCUS article will include the winner's name, title, and the reason for nomination.
- 9 This nomination form is available on the Human Resources page of the ABAC website.