



**CHRISTIE MIREE USA NATIONAL ALUMNI ASSOCIATION  
OUTSTANDING EMPLOYEE SERVICE AWARDS  
GUIDELINES AND NOMINATION FORM**

The University of South Alabama National Alumni Association wishes to acknowledge alumna and USA Trustee Christie Miree for her endowment of the Outstanding Employee Awards Program. These awards recognize the excellent service provided to students, alumni, and other constituencies by the employees of the University of South Alabama. To accomplish this goal, the Association recognizes selected University employees annually for their outstanding service and dedication.

**PROCEDURES FOR IMPLEMENTATION**

The Alumni Association recognizes nominees for the annual Christie Miree USA National Alumni Association Outstanding Employee Service Awards from the following divisions:

**1. Academic Affairs, Dr. Andrea Kent, Provost & Sr. Vice President, Academic Affairs**

- College of Arts and Sciences
- Mitchell College of Business
- College of Allied Health Professions
- College of Education and Professional Studies
- College of Engineering
- College of Nursing
- School of Computing
- Global USA
- Enrollment Services
- Graduate School
- University Libraries
- Office of Undergraduate Research
- Innovation Learning Center
- Honors Program
- Center for Integrative Studies for Science, Engineering, Technology and Math
- Center for Academic Service Learning and Civic Engagement
- Institutional Research
- Institutional Effectiveness
- JagSuccess
- Registrar

**2. USA Health, Mr. Owen Bailey, CEO & Senior Associate Vice President for Medical Affairs**

- College of Medicine – clinical and non-clinical
- Mitchell Cancer Institute
- Student Health Center
- USA Medical Center
- USA Children’s and Women’s Hospital
- Physicians Group Clinics

**3. Central Administration, Mr. Peter Susman, Chief Administrative Officer, Finance & Administration**

USA Attorney's Office

Executive Management

Finance & Administration, including the following offices:

- Business Office and General Accounting
- Facilities Management
- Human Resources
- Internal Audit
- Risk Management
- Systems
- Student Financial Services
- Tax Accounting
- Computer Services Center

Governmental Relations

President's Office

Special Events

**4. Student, Alumni and External Relations, Mrs. Margaret Sullivan, Vice President for Development, Alumni Relations & Special Events**

Athletics

Development & Alumni Relations

Marketing and Communications

Mitchell Center

Student Affairs, including the following offices:

- Campus Recreation
- Counseling and Testing
- Educational Talent Search
- Multicultural Student Affairs
- Police Department
- Student Disability Services
- Student Center
- Student Conduct
- Upward Bound
- Veteran's Affairs
- Title IX

**\*\*NOMINATION FORMS WILL BE SUBMITTED TO THE OFFICE OF ALUMNI RELATIONS, ATTN: HANNAH PRESLEY, MACQUEEN ALUMNI CENTER, FOR VERIFICATION. ONCE VERIFICATION HAS BEEN COMPLETED NOMINEES WILL BE FORWARDED TO THEIR RESPECTIVE DIVISION.**

1. Each division head selects three representatives to form a division selection committee. One nominee may be selected from each the following categories, if applicable:

610100	Administrative*
610300	Professional
610700	Technical
610400	Clerical
610500	Crafts/Trades
610600	Service

Each category need not be represented if no employee is nominated.

\*This category excludes the following job titles: President, Assistant to the President, Vice President, Associate/Assistant Vice President, Attorney, Chief Executive Officer, Assistant/Associate Administrator and Controller.

Nominations are due to the Office of Alumni Relations by November 30, 2023. Alumni Relations will forward nominations to each division selection committee. The division selection committee may select one nominee from each of the six categories to forward to the Office of Alumni Relations. **These nominees will comprise the US-A Team.**

The nominees will be reviewed by the USA National Alumni Association USA Outstanding Employee Service Awards Advisory Committee and one winner will be selected from each of the six categories listed above to receive the Christie Miree USA National Alumni Association Outstanding Employee Service Award.

Nominations may be made by any regular, permanent, full-time or part-time (FTE of .50 or greater) campus/hospital/cancer center employee.

A standard nomination form will be used by all divisions.

Winners of the Christie Miree USA National Alumni Association Outstanding Employee Service Award will receive a plaque and a cash stipend.

#### **GUIDELINES FOR NOMINATION:**

Nominees must be regular, permanent, full-time or part-time (FTE of .50 or greater), University/Hospital employees who have completed at least one year of continuous service and have satisfactory current performance evaluations. Temporary employees, graduate students, and faculty are ineligible. Nominations may be made by any regular permanent University employee. A standard nomination form must be used. Dates of hire and performance evaluations will be confirmed by Human Resources.

1. Nominees should display outstanding service based on one or more of the following criteria:
  - a. performs beyond the call of duty to improve service, quality, and the image of the University, division or department
  - b. exemplifies professionalism and dedication to excellent service and works as a team player
  - c. makes significant contributions to the University, division, or department by developing better ways to execute the job by saving time, space, or money

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NOMINATION DEADLINE: November 30, 2023**

**Previous recipients are not eligible for re-nomination. However, previous nominees who were not selected may be re-nominated.**

**2002 Recipients**

100 Administrative	Ms. Carolyn Parham	300 Professional	Ms. Sally Cobb
700 Technical	Ms. Sharon Davis	400 Clerical	Ms. Vanessa Brown
500 Crafts/Trade	Mr. Charles Lindauer	600 Service	Ms. Sirlesha Douglas

**2003 Recipients**

100 Administrative	Ms. Kay Cherry	300 Professional	Ms. Brenda Hinson
700 Technical	Mr. David Summer	400 Clerical	Ms. Barbara Shirvanian
500 Crafts/Trade	Mr. Mallard Guy	600 Service	Ms. Jeanette Harper

**2004 Recipients**

100 Administrative	Ms. Paula Duke	300 Professional	Ms. Gina Massey
700 Technical	Mr. Sheila Husby	400 Clerical	Ms. Betty Pledger
500 Crafts/Trade	Mr. Ronald Collins	600 Service	Ms. Carrie Jackson

**2005 Recipients**

100 Administrative	Ms. Mimi Summersell	300 Professional	Ms. Sandy Toenes
700 Technical	Mr. Charlie McCants	400 Clerical	Ms. Sharon McDougald
500 Crafts/Trade	Mr. William Clark	600 Service	Ms. Ceola Paige

**2006 Recipients**

100 Administrative	Dr. Phillip Theodore	300 Professional	Ms. Kara Levens
700 Technical	Ms. Tonya Williams	400 Clerical	Ms. Marsha Butler
500 Crafts/Trade	Mr. Ronald Jowers	600 Service	Ms. Mamie Glover

**2007 Recipients**

100 Administrative	Ms. Ginny Turner	300 Professional	Ms. Jackie Hopkins
700 Technical	Ms. Denise Jowers	400 Clerical	Ms. Karen Burns
500 Crafts/Trade	Mr. Hardy McCracken	600 Service	Ms. Jacqueline Brown

**2008 Recipients**

100 Administrative	Mr. Victor Cohen	300 Professional	Ms. Donna Pigg
700 Technical	Ms. Cathleen Sanford	400 Clerical	Ms. Judy Sadler
500 Crafts/Trade	Mr. Charles Mitchell	600 Service	Ms. Mattie Brown

**2009 Recipients**

100 Administrative	Ms. Jennifer Ekman	300 Professional	Ms. Karen Goodwin
700 Technical	Mr. Loyd Stacey Holt	400 Clerical	Ms. Michelle Cagle
500 Crafts/Trade	Mr. Timothy Morris	600 Service	Ms. Annie Jones

**2010 Recipients**

100 Administrative	Mr. Gary Carley	300 Professional	Ms. Joanna Bowen
700 Technical	Ms. Judy Miller	400 Clerical	Ms. Sue Reinhardt
500 Crafts/Trade	Mr. Wayne Lagman	600 Service	Ms. Ruby Adams

**2011 Recipients**

100 Administrative	Ms. Vera Rogers	300 Professional	Ms. Cassie Woodall
700 Technical	Mr. Charles Hinton	400 Clerical	Ms. Cheryl Tartt
500 Crafts/Trade	Mr. David Wittner	600 Service	Ms. Bobbie Snow

**2012 Recipients**

100 Administrative	Ms. Bridget Moore	300 Professional	Ms. Stephanie McDaniel
700 Technical	Mr. Kendrick Wright	400 Clerical	Ms. Courtney Coleman
500 Crafts/Trade	Mr. Roger Croley	600 Service	Ms. Cynthia Bumpers

**2013 Recipients**

100 Administrative	Ms. Susan Sansing	300 Professional	Ms. Angela Morehead
700 Technical	Mr. Philip Fishel	400 Clerical	Ms. Kathy Vrachalus
500 Crafts/Trades	Mr. Rusty Bartlett	600 Service	Ms. Bernice Robinson

**2014 Recipients**

100 Administrative	Ms. Angela Duffy	300 Professional	Ms. Anna Gillman
700 Technical	Mr. Timothy Dexter	400 Clerical	Ms. Theresa Clark
500 Crafts/Trades	Mr. Deward Phillips, Jr.	600 Service	Ms. Patricia Young

**2015 Recipients**

100 Administrative	Ms. Denise Anderson	300 Professional	Ms. Emily Hughes
700 Technical	Mr. John Leach	400 Clerical	Ms. Dorothy Dickinson
500 Crafts/Trades	Mr. Mike Turner	600 Service	Mr. Thaddeus Wheaten

**2016 Recipients**

100 Administrative	Ms. Betty B. Bullock	300 Professional	Ms. Laura M. Anderson
700 Technical	Ms. Rosie C. Nard	400 Clerical	Ms. Letitia M. Myers
500 Crafts/Trades	Mr. Terry N. Silva	600 Service	Ms. Debra A. Koffron

**2017 Recipients**

100 Administrative	Mr. Jeff Davidson	300 Professional	Ms. Charlene Jordan
700 Technical	Mr. Rodger Smith	400 Clerical	Ms. Kathy Hurst
500 Crafts/Trades	Mr. Daniel Reed	600 Service	Mr. Kerry Williams

**2018 Recipients**

100 Administrative	Ms. Sheila Washington	300 Professional	Mr. James Palomo-Saylor
700 Technical	Mr. Vaughan Tomko	400 Clerical	Ms. Ellen Guy
500 Crafts/Trade	Mr. David Ponder	600 Service	Mr. Ricky Jones

**2019 Recipients**

100 Administrative	Mrs. Diane Baldwin	300 Professional	Dr. Sheila Ross
700 Technical	Ms. Jennifer Harris	400 Clerical	Mrs. Paula Jefferson
500 Crafts/Trades	Mr. Timothy Williams	600 Service	Ms. Brenda Gordon

**2020 Recipients**

100 Administrative	Mrs. Belinda Bagget	300 Professional	Mrs. Cathy McCurley
700 Technical	Mrs. Darlene Henderson	400 Clerical	Mrs. Bettina Kelson
500 Crafts/Trades	Mr. Milton Walker	600 Service	Mr. Shedrick Mcpherson

**2021 Recipients**

100 Administrative	Ms. Brittney Carden	300 Professional	Ms. Ashley Lawson
700 Technical	Mr. David Jenkins	400 Clerical	Ms. Bernadette Standifer
500 Crafts/Trades	Not awarded – no nominees	600 Service	Not awarded – no nominees

**2022 Recipients**

100 Administrative	Ms. Lynn Collins	300 Professional	Ms. Lynley Walsh
700 Technical	Not awarded – no nominees	400 Clerical	Mrs. Jennifer Weaver
500 Crafts/Trades	Mr. Andrew Mosley	600 Service	Ms. Helen Benjamin

**CHRISTIE MIREE USA NATIONAL ALUMNI ASSOCIATION  
OUTSTANDING EMPLOYEE SERVICE AWARDS NOMINATION FORM  
NOMINATION DEADLINE: November 30, 2023**

I wish to nominate the following employee for the USA National Alumni Association Outstanding Employee Service Award.

Name \_\_\_\_\_ J Number \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_ Division \_\_\_\_\_

Campus Address \_\_\_\_\_ Telephone \_\_\_\_\_

**Explain in detail, on a separate sheet**, how your nominee is “Making a Difference” at the University of South Alabama based on one or more of the following criteria:

- a. Performs “beyond the call of duty” to improve service, quality, and the image of the University, division or department
- b. Exemplifies professionalism and dedication to excellent service and works as a team player.
- c. Makes outstanding contributions to the University division or department by developing a better way to execute the job by saving time, space or money.

Nominated by \_\_\_\_\_ Department \_\_\_\_\_

Campus Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ E-mail \_\_\_\_\_

**Please return this completed form to the Office of Alumni Relations no later than November 30, 2023. If you have questions, please call the Office of Alumni Relations at 251-460-7084**