

1999

BG Best Awards 1999

Bowling Green State University. Administrative Staff Council

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Location: Bowling Green, Ohio

Title of Series: BG Best Awards

Inclusive Dates: 1999

Format: Bound Loose

Order: Alpha Chronological Numerical

Index: Included Separate None

Notes

1. Colored Paper

From: schimpf@bgnet.bgsu.edu
Date: Thu, 22 Apr 1999 14:20:20 -0400
To: dburris@bgnet.bgsu.edu
Subject: Re: BG Best Awards
MIME-Version: 1.0

We discussed whether they should be eligible and decided yes, since it is to be based on something that they did that year, so they could be a "star" every year although if I was trying to decide between someone who didn't already have one and someone who did, I know what way I'd vote.

Last Year's Winners:

- Theresa Paxton & Bob Murphy
- Carmen Castro-Rivera
- Cecilia Born
- Deborah Conklin
- Lorna Gonsalves-Pinto
- Laurel Daman
- Bill Knight
- JoAnn Kroll
- Becky McOmber
- Cheryl Purefoy
- Daniel Schwab

At 05:02 PM 4/21/99 -0400, you wrote:

>
>
>Jane,
>
>Do you have a list of the individuals who received BG Best Awards last
>year? Do you remember if we discussed whether individuals should/would be
>eligible again once they received one?

>Deb

>
>
>* * * * *

>Deborah Burris
>Executive Assistant to the VPR/Graduate Dean
>Office of the Graduate College
>120 McFall Center
>Bowling Green State University
>Bowling Green, OH 43403
>e-mail: dburris@bgnet.bgsu.edu
>phone: (419) 372-0433
>fax: (419) 372-8569

>* * * * *

>
>
>

Jane Schimpf
Assistant Vice President

E-mail: schimpf@bgnet.bgsu.edu
Phone: (419)372-2238

6



Awards & Special Recognitions Committee
Notes from 11/2/98 Meeting

Planning began for the 1999 B.G. Best and Ferrari Awards. Discussion on committee goals reflected the desire to concentrate on promoting the B.G. Best and Ferrari Awards only. It was felt that we should not implement any additional awards until the B.G. Best is more established. We discussed the timing of each of these awards and made minor modifications to the B.G. Best Call for Nominations.

The following timetable was established for 98-99 year:

- December 16 COMMITTEE MEETING
- Mid-January COMMITTEE MEETING - prepare mailing of B.G. Best Award info
- February 1 Mail Call for Nominations - B.G. Best
- Mid-March COMMITTEE MEETING - prepare mailing of Ferrari Award
- March 26 Deadline for nominations - B.G. Best
- April 1 Mail Ferrari Award - Call for Nominations
- April COMMITTEE MEETING to review nominations/select awardee(s) - B.G. Best
- May 3 Deadline for nominations
- Mid-May COMMITTEE MEETING to review nominations/select Ferrari Award Recipient



February 1, 1999

MEMORANDUM

TO: BGSU Community
FROM: ASC Awards & Special Recognitions Committee
SUBJECT: Call for Nominations - E.G. Best Award

About the Awards - The ASC Awards & Special Recognitions Committee is now accepting nominations for the 1999 E.G. Best Awards. The award, in its second year, is in recognition of outstanding contributions to BGSU by administrative staff members.

Basis of Eligibility - Any current full-time or part-time administrative staff member is eligible for the award.

Award Criteria - The E.G. Best Award recognizes administrative staff members who have demonstrated one or more of the following criteria during the past year of service. In any one year, multiple awards may be given up to a maximum of 12 awards. While this award is designed to recognize individual staff members, team nominations will be considered if they consisted solely of administrative staff members.

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

Nomination Procedures - Complete the official nomination form and attach a **one-page, typewritten** narrative describing the nominee's achievements and contributions. Answer this question: What has your nominee done that distinguishes her/him in the selected criteria? Be specific as to the contributions that make her/him deserving of this award. The nomination form must be completed with all pertinent information about the nominee's qualifications for the award. Nominations will be accepted from current BGSU students, faculty, classified, and administrative staff members.

Award Presentation - The award(s) will be given annually at the Spring ASC reception. The award(s) will consist of a hand-painted ceramic "Falcon" replica named *E.G. Best*. Each recipient will also have the award recognition placed in their personnel file in Human Resources and a copy will be shared with their supervisor and area vice president.

If you need additional information or have questions, feel free to contact any member of the ASC Awards & Special Recognitions Committee: Joyce Blinn, Colby Elair, Deb Burris, Diane Cherry, Deborah Fleitz, Lisa McHugh, Penny Nemitz, Jane Schimpf, Kurt Thomas, Laura Waggoner, or Matt Webb

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: _____

Position: _____

Department/Campus Address: _____

_____ Phone: _____

Immediate Supervisor: _____

Area Vice President: _____

* * * * *

Submitted by: _____

Position: _____

Department/Campus Address: _____

_____ Phone: _____

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the EGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: ABC PROFESSIONAL DEVELOPMENT COMMITTEE

Position: Traveling Sec. 2-2081 ASU Sec. 2-2235 Public Relations 2-2717 Gen Health & Safety 2-2771

Department/Campus Address: _____

Phone: _____

Immediate Supervisor: Jane Schimpf, Chair ASU PD Comm

Area Vice President: _____

* * * * *

Submitted by: Jane Schimpf

Position: Asst. Vice President & Chair ASU PD Comm.

Department/Campus Address: Auditing Services

122 Park Ave. Newark Phone: 972-2235

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
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* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

This year we have seen a revival in professional development activities for the administrative staff because of the work and dedication of a group of individuals willing to put forth the extra effort required to bring programs to fruition.

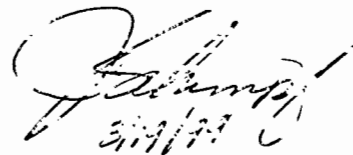
Claudia Clark, Tony Howard, Dan Parratt and Amy Prigge worked with me throughout the year to implement three programs that benefit the staff at BGSU. They willingly came to meetings every 2-3 weeks and assumed assignments to put our ideas in operation.

Amy and Dan in particular worked with the *Professional Connections* program. While this program was introduced the year before it needed to be organized and mentors needed to be recruited for the new staff members interested in the program. We currently have 8 new staff members with 14 mentors in the program. We understand that the Office of Human Resources is looking to use this program as a model for the other constituent groups on campus to adopt.

Claudia and Tony concentrated on developing and implementing the *ASC Professional Development Grants* program. This included developing the criteria, the application and award process. To date five grants totaling \$2367 have been awarded to administrative staff members.

The recent "*Invest in Yourself*" mini-conference was the result of the efforts of this entire group. The group determined early on that we wanted to provide professional development opportunities to as many administrative staff members as possible. The conference was a huge success as 135 BGSU staff members registered for the conference. Our target goal was 72 so one can see that we greatly exceeded our expectations. From determining topic needs, to finding facilitators, to organizing the details and utilizing campus resources this group of individuals was committed to producing a first class event and they achieved that goal.

The criteria for the B.G. Best Award has been met by these individuals as they have brought new programs to the campus community and they have done it through their voluntary involvement above and beyond their regular work assignments.



A handwritten signature in black ink, followed by the date "3/19/99" and a small flourish.

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Phyllis Short

Position: Systems Analyst

Department/Campus Address: Info Tech Systems

Hayes Hall Phone: 2-7760

Immediate Supervisor: Bill Gerwin

Area Vice President: A.W. Moore Lancaster

* * * * *

Submitted by: Laura Waggoner

Position: Director of Reg + Scheduling

Department/Campus Address: Reg and Records

110 Admin Bldg Phone: 2-7974

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
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- Provided excellent customer service to the BGSU community.
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* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Phyllis Short is one of the many analysts assigned to the Office of Registration and Records. Phyllis has worked with our office numerous times to implement new programs which have had a direct benefit to the BGSU learning community. One of the more recent ideas and programs was the implementation of Schedule 25 (the automatic room scheduling package). Her creativeness and dedication to the project was invaluable to the success of Schedule 25.

- The benefit for Registration and Records was to eliminate the manual process of assigning classes into classrooms - a task that required at least 6 weeks of work.
- The benefit for Departments and Faculty was to allow them to have more control as to where and what type of classroom they prefer to teach in.
- The benefit of Schedule 25 for students is the package itself. It frees up space on campus by eliminating classroom waste so students have an easier time in finding space for their meetings.
- The benefit for the University is the reports it will generate to show utilization of each classroom and each building.

You may be thinking that this is her job and that she does not deserve the recognition of the BG Best Award. However, what you don't know about Phyllis is the way she goes beyond her job description. It is not uncommon to find her in the office very early in the morning to make sure that a particular batch job has run correctly or to see that the Star System is working properly. If a problem arises she is one of the first to know about it and has diagnosed the problem before the rest of the office has even begun their day.

These days Phyllis has been reassigned to the DB2 conversion project and is working closely with Residential Life. Registration and Records surely feels the absence of her presence, but I know that due to her efforts that this project will be as successful as well.

Please consider Phyllis Short for the 1999 BG Best Award. She is dedicated to her work and the University and in my mind has proven to be worthy of this award.

Rec'd 2/1/99 10
Classified

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Joyce Bert

Position: Data Technician

Department/Campus Address: Information Technology Services

Phone: 2-7737

Immediate Supervisor: _____

Area Vice President: _____

* * * * *

Submitted by: LEE A. MESERVE

Position: Distinguished Teaching Professor

Department/Campus Address: Biol. Sci.

Phone: 2-8361

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
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- Provided excellent customer service to the BGSU community.
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* * * * *

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 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Joyce Bart interacts with many people with many areas of expertise, many levels of expertise, and varying degrees of immediacy of need in Data Control. She is extremely pleasant and positive, regardless of the initial mood of the customer. She completes projects with remarkable speed, given the work load. She is innovative in her approach to delivery of service, and certainly deserves recognition.

Lee M. Marcus

classified

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: KAREN OSTERLING

Position: OFFICE MANAGER - STUDENT SERVICES @ FIRELANDS COLLEGE

Department/Campus Address: " "

Phone: 419-433-5560 ext. 20622

Immediate Supervisor: Arlene Haslett - Assoc. Dir./Admissions & Academic Advising)

Area Vice President: John Hartung - Director/Enrollment & Student Services

* * * * *

Submitted by: Kathy Emond

Position: Secretary

Department/Campus Address: Firelands College - Student Services Office

Phone: 419-433-5560 ext. 20676

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
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- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

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Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

BEST AWARD NOMINATION - 1999**KAREN OSTERLING**

Karen Osterling, as Office Manager of the Student Services office, is always looking for ways to improve our services to both the students and faculty/staff. She goes out of her way to provide information and assist everyone that comes into our office with the utmost concern and attention to detail. She is kind, caring, and helpful. She promotes a good atmosphere within the office so that our office works as a team. She has attended several conferences and/or workshops to gather data to impart to the office so they we can serve the student and staff population in an improved and professional way. Karen is very efficient in the work she produces and delegates to staff in a extremely productive manner. She is responsible for a wide variety of duties and is very organized to be able to keep the office running smoothly. She is a wonderful asset to Firelands College and we are very fortunate to have her employed here.

from: Kathy Emond

karenoaward

3/17/99

Rec'd
3/26/99

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

classified

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Arlene Spoores

Position: Secretary, Women's Studies Program

Department/Campus Address: 246 Shateel Hall

Phone: 372-7133

Immediate Supervisor: Dr. Vickie Putledge Shields

Area Vice President: _____

* * * * *

Submitted by: Dr. Vickie Putledge Shields

Position: Director of Women's Studies Program

Department/Campus Address: 250 Shateel Hall

Phone: 372-2620

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the EGSU learning community.
- Improved the quality of programs and/or services on the EGSU campus (Main or Firelands).
- Showed an outstanding commitment to EGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the EGSU community.
- Demonstrated exemplary commitment to the core values of EGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Arlene Spoores is the outstanding secretary for the Women's Studies Program at BGSU. This small, but hardy interdisciplinary program has undergone extreme changes in the last year. There has been a change in Director and 3 of the 5 jointly-appointed faculty resigned or took faculty positions elsewhere. However, from the outside looking in the program appears to be ticking along as it always has, with no major interruption to quality of courses and personal assistance. This is because of Arlene Spoores. Not only have there been no major interruptions to service, Arlene continues to make improvements to program on her own initiative. Her work day often does not end at 5:00. She continuously volunteers to oversee programs and events for Women's Studies that are not a requirement of her regular work schedule.

Provides excellent customer service to the BGSU community: Arlene is the point person for the program at every level, whether it be coordinating events with the Director, attending to the concerns of walk-in students, work persons, parents, graduate T.A.s, etc. She is always friendly, helpful, thorough and extremely competent when dealing with any level of constituency for the program. In my experience the most vital and successful work partnership is when each member can fully trust that the other will do the job on time and to the best of his/her abilities. When Arlene is taking care of a task, I never think twice that it will be done right and on time. She takes immense pride in **a job well done**. I only hope I live up to the other side of relationship. Her skills and competency not only make me and Women's Studies look good, she inspires me to do better work.

Demonstrates exemplary commitment to the core values of BGSU:

Cooperation: Arlene works in seamless cooperation with the Director of Women's Studies, students in the program and students scheduling WS courses, the graduate T.A.s, the undergraduate coordinator, the advisory committee, and anyone else that needs her guidance or assistance, on a daily basis. She goes out of her way to help anyone who asks and is always **respectful** of others' needs. If she doesn't know the answer (which is rare), she finds out how to get it. Arlene never sends anyone away without having assisted them in some way. **Creative imaginings:** Arlene is generally the one who designs brochures, publicity, party favors (like the lovely clothespin magnet at the fall reception), envisions how an event would be best catered, and so on. Further, it is generally Arlene who comes up with the most imaginary themes for events such as Women's History Month. Yes the 1995 theme, "Out of the Mouths of Babes," was one of her creative imaginings. Her work **contributes to the intellectual growth of students** by serving as a central resource for anyone who is seeking to learn more about the lives of women and feminist scholarship and seeks that connection through our office or through the events we program. Examples: Arlene is fully responsible for the construction, production and distribution of the Women's Studies course list to the campus community twice a year. This list is vital for centralizing our cross-listed courses in one place so that the campus community can see at a glance what courses are available and how to register for them. The accuracy and distribution of this list twice a year is central to the visibility and viability of the Program. She creates publicity materials for events like Preview Day and President's day, she keeps current logs of all job postings, conferences, calls for papers and so on in Women's Studies for any student who desires the information—and so much more.

Arlene Spoores exemplifies the University's core values on a daily basis. Formal recognition of that fact would be a wonderful thing.—Vickie Shields

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Nancy Foster

Position: att. - general counsel

Department/Campus Address: President's Office

Phone: 2-0464

Immediate Supervisor: President Ribera

Area Vice President: _____

* * * * *

Submitted by: Armand Crawford

Position: DEAN

Department/Campus Address: 40 College Park

Phone: 2-8183

* * * * *

Please check the criteria on which your nomination is based:

Letter to follow

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

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Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Rec'd
3/26/99

199 B.G. Best Award OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Nancy Footer

Position: University General Counsel

Department/Campus Address: Office of the General Counsel, McFall Center

Phone: 372-0464

Immediate Supervisor: President, Dr. Sidney Ribeau Area Vice President: N/A

.....
Submitted by: Rebecca Ferguson

Position: Assistant Provost for Human Resources

Department/Campus Address: Office of Human Resources, 100 College Park

Phone: 372-2259

.....
Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands)
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

.....
Return this nomination form with attached one-page narrative to:
Laura Waggoner
Registration & Records
110 Administration Building

Deadline for nominations: March 26, 1999

Understanding that most folks don't like attorneys, there are times I don't believe this community has any idea how lucky we are to have Nancy as part of Administrative Staff. If you have ever been afforded the opportunity to work with Nancy you know that she represents the Universities Core Values in everything she does.

As we all know Nancy's job is to represent the University in all legal matters – the University is her client. She deals with the President, Vice-President's, Dean's, Directors, Chairs, Students, Affirmative Action, Constituent groups, State colleagues, National colleagues, and more. She carries a phenomenal workload, but always remembers to insure the involved parties are *respectful* of each other and their viewpoints. There are times when she is right – there is no argument, the attorney wins. But, Nancy still takes the time to make sure folks understand the why behind the no. She *respects* others points of view and when possible strives to incorporate those points of view.

When possible and appropriate, she looks for ways to get people to *cooperate* with each other. She has a wonderful knack for knowing when to push folks to the next level of discussion. When she is involved with reviewing a new policy or procedure to be implemented she not only considers the relevant law and the potential liability for the University (as required), but she seeks out the impact on and to the folks that will be affected by the policy or procedure. She strives to guide us to build policies that *respect* the law and one another. She asks the question: What is the human approach to solving the challenge? When folks make mistakes she does not belittle she protects the University's interests and searches for teachable moments. Helping folks grow from their mistakes.

As for *intellectual and spiritual growth*, talk books and movies with her some time. I am always amazed at the time she finds to keep current on the law, but also the latest novel or art film. You will find her at all kinds of University events, openings, gallery shows, musical productions and performances, sporting events – all of these are above and beyond the ones that are required by her position. She works at her own personal and professional growth.

Nancy is one of the most *imaginative* people I know. Yes, it is hard for an attorney to be *creative* when giving guidance in accordance with the law. But, she will brain storm out some great suggestions on how to solve a sticky challenge. Tell me whom else you know that could make an Ohio Public Records Law presentation not only informative but also entertaining. Her ability to weave wit into extremely dry subjects is a gift.

When Nancy is *proud* of the job she has done you won't know. She usually can't show or share. But, when you have done your job really well or you have exceeded expectations she is the first to dish out praise. Nancy is one of those people who does things behind the scenes that no one will ever know about, that way she wants it. As one of the fortunate few who interfaces with her on a regular basis I greatly appreciate her talent, wit, persistence, and the value she adds to BGSU.

Rec'd
3/19/99

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Nancy S. Footer

Position: General Counsel

Department/Campus Address: Office of General Counsel / 308 McFall Center

Phone: 2-0464

Immediate Supervisor: Sidney Ribeau

Area Vice President: N/A

* * * * *

Submitted by: Kristie Campbell

Position: Legal Secretary

Department/Campus Address: Office of General Counsel / 308 McFall Center

Phone: 2-0464

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

What has the nominee done that distinguishes her in the selected criteria?

I believe that the wide and diverse range of responsibilities that Nancy shoulders meets each and every criteria.

- ✓ Implemented a new idea or program to benefit the BGSU learning community.
- ✓ Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- ✓ Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- ✓ Provided excellent customer service to the BGSU community.
- ✓ Demonstrated exemplary commitment to the core values of BGSU.
 - ❖ Respect for one another
 - ❖ Cooperation
 - ❖ Intellectual and spiritual growth
 - ❖ Creative imaginings
 - ❖ Pride in a job well done

While many are not aware of this, the work of the Office of General Counsel is very often preventive — to keep questions from becoming problems, and problems from becoming lawsuits. Nancy's knowledgeable advice to a wide range of employees aids in avoiding or reducing exposure to legal risks and creates an awareness of the legal ramifications of proposed actions.

To say that Nancy provides first-class legal services to University clients would be incomplete without understanding the diversity of how "client" can be defined — in any given situation it could be the board of trustees, the president, provost, vice presidents, deans, or employees who, because of the nature of their duties, are named in lawsuits or administrative complaints.

The breadth of legal issues for which Nancy is responsible is enormous. In an age of increasing specialization among lawyers, in-house counsel must be consummate generalists, but conversant in many topics. I have witnessed Nancy's skill and ability to "shift gears" at a moment's notice ... day after day after day.

The office has often played a central role in policy formulation, from matters ranging to employment, student rights and compliance with federal and state regulations. The very nature of the work in the office prohibits me from going into specifics about particular topics — suffice it to say that Nancy handles so many issues that the majority of the university community likely doesn't even know an issue or problem has been raised and resolved.

I believe that Nancy is truly one of "BG's BEST."

Kristie Campbell

Rec'd 2/12/99 21

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Naomi Lee

Position: Assistant to the Dean/Director of Undergraduate

Department/Campus Address: College of Technology Programs

Phone: 372 7581

Immediate Supervisor: Ernest Savage

Area Vice President: Dr Middleton

* * * * *

Submitted by: Barbara Keeley

Position: Director of Program Advise ment

Department/Campus Address: 102 Health Center

Phone: 372 7771

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
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- Provided excellent customer service to the BGSU community.
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* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

1999 BG Best Nomination

In my sixteen years at BGSU it has been my privilege to work with many energetic, creative, caring individuals. The person who most stands out in my mind from all these is Naomi Lee. When I read about the BG Best Award, I immediately thought of Naomi. I believe Naomi exemplifies all the core values in the way she carries out her work. I would like to illustrate by giving some examples.

I have served on a number of committees and task forces with Naomi. I have observed the respect she has for her colleagues, the careful way she listens, the reflective way she responds. When she serves on a committee she does more than her share of the work. For example, the President appointed an Advising Task Force a few years ago. Subcommittees were formed and a large report needed to be put together. Naomi volunteered (to everyone's relief!) to collate all the small reports and produced a report that we could be proud of. This was not a small undertaking. She has been the same kind of committee member on the Advising Advisory group. She is never selfish with her time or talent.

Naomi's talent seems to be part natural, part the result of many years in the field and also partly that she has been very active in several national professional organizations. She has learned a lot from others and has been able to develop much expertise. Whatever it is, the BGSU community has benefited from it!

Naomi is creative in her work. Last Fall she put together a clever "Passport" for her entering freshmen students that explains to them what they need to know as they embark on their BGSU journey. The Passport carries out the journey metaphor in an enjoyable, informative way.

Naomi's pride in how she does her job is well illustrated by the wide variety of programming she undertakes and by the amount of time she gives to assure whatever needs to be done is done. She is here early, stays late, and comes in on weekends. She has also gotten faculty and students involved in recruitment and retention efforts. For example, the last two years she has given faculty the names and phone numbers of a few new freshmen in the college and has encouraged them to call the students. She has current students write to prospective students. All this takes time and effort to lay the ground work so these efforts are played out in a positive way. If the College of Technology enrollment numbers are any indication, her efforts have been successful.

Naomi looks for ways to get students and faculty together outside of the classroom. She holds a graduation breakfast for students, parents and faculty. She has a Dean's list reception each semester, a freshmen breakfast in the Fall. She has "cider day" in the Fall and invites faculty and students to come enjoy. She provides snacks for students during finals week. (Naomi is quite a cook). She invites faculty to share the snacks with the students. She convenes freshmen to find out why they came to BGSU and what their experience has been in an attempt to improve her recruitment and retention activities.

In addition to all the regular programming and her special programming, Naomi has been very involved in a unique distance learning effort to individuals at Terra Community College. She has provided orientation for this group of students and has made many trips to Fremont during the semester after her BGSU workday was done.

I have only recounted a few of the efforts I am aware of that Naomi has done to create a caring, supportive learning community at BGSU. Her students have not been the only ones to benefit from Naomi. I feel like I have benefited immensely from working with her. Her "can-do" attitude is contagious and she has been so generous in sharing her expertise. I have been stimulated by her in ways I never had been before. Therefore, I am recommending her for the BG Best Award.

1999 B.G. Best Award OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Vicki Knauerhase

Position: Child Development Specialist

Department/Campus Address: Family/Consumer Sciences

102 Johnston Hall Phone: 372-7834

Immediate Supervisor: Thomas R Chibucos

Area Vice President: Charles R Middleton

* * * * *

Submitted by: George Stossel

Position: Part-Time Instructor

Department/Campus Address: Computer Science

241 Hayes Hall Phone: 352-3568

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

ASC Awards Nomination - 1999

Nominee: Vicki B. Knauerhase

In her 8 year tenure running the Child Development Center (CDC) (main campus pre-school lab), Vicki has made countless improvements in the quality of the pre-school lab environment both from the perspective of the young children that attend the pre-school and the university students who utilize the lab's facilities. These improvements culminated in the CDC being awarded national accreditation as a pre-school by the National Association for the Education of Young Children (NAEYC).

Over the years, Vicki has demonstrated outstanding commitment to BGSU by voluntarily using her own time during evenings and week-ends to maintain and improve the pre-school facilities. Additionally, Vicki has participated in many community and national events, representing BGSU. Among these are the construction of floats to promote the BGSU pre-school in BG Community parades and the presentation at local and national conferences ideas developed and used at the CDC.

Since one of the main sources of children for the CDC are from the families of BGSU Faculty, Staff & Students, Vicki continually puts the CDC into the vital role of day care service provisions on campus. It is this role that really demonstrates Vicki's company spirit. She often spends her own time working with BGSU community parents helping them to better understand and nurture the development of their pre-school children.

Rec'd
2/12/99

25

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Patricia Booth

Position: Educational Resources Manager/NEWSIX Coordinator

Department/Campus Address: 245 Troup Ave, Rm 119

Tucker Center for Telecommunications Phone: 372-7038

Immediate Supervisor: Roger Minier

Area Vice President: Ann Marie Lancaster

* * * * *

Submitted by: Andrew Freeman

Position: Educational Technology Assistant

Department/Campus Address: 245 Troup Ave, Rm 119

Phone: 372-9629

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999



NORTHWEST OHIO EDUCATIONAL TECHNOLOGY FOUNDATION

WBGUTV
 BOWLING GREEN STATE UNIVERSITY
 BOWLING GREEN, OHIO 43403-0061

419-372-7033
 800-266-9628
 FAX: 419-372-0220

February 15, 1999

Laura Waggoner
 Registration & Records
 110 Administration Building

Dear Laura:

I would like to officially nominate Patricia Booth for the B.G. Best award on the basis of her outstanding voluntary involvement in campus and community activities. Pat's service to BGSU and the community spans over two decades, and this past year has been no exception of her hard work and generosity.

By being the Educational Resources Manager for NWOET, Pat is recognized nationally as an authority on educational software, and she serves on the national advisory board for Broderbund. She also travels around Ohio and the United States telling educators, administrators, politicians, and the public of how NWOET and BGSU are continually evolving to better suit the needs of their students and teachers through technology.

Pat is involved with BGSU in many other ways besides professionally. She remains an active member of the Falcon Club. Her past efforts for this organization include co-chairing the Ladies Golf Outing and co-developing the permanent presence of the Falcon Club Tent at BGSU home football games. Pat is also a regular attendee of many University athletic events and is a consistent supporter of the basketball, football, and hockey teams.

Pat makes the time to serve her community on top of everything that she does for BGSU. She is presently serving as the Income Development Chairperson for the Wood County American Cancer Society. Over the course of her service to the ACS, she has initiated the Relay for Life project, represented Wood County at the National ACS Convention, and annually coordinates the Wood County ACS Daffodil Days. Pat is also a member of the Professional Educational Organization and volunteers for various charities every year including Society for the Blind, Children's Miracle Network, American Heart Association, and Mother's March Against Birth Defects.

This short letter can only begin to describe just how dedicated Pat is to the university and to the public. Her tireless efforts and generous involvement truly make her an asset to both BGSU and the community. Indeed Pat Booth is one of B.G.'s Best!

Sincerely,

Andrew Freeman
 Educational Technology Assistant

rec'd 3/22/99

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: ANDY WICKISER

Position: EQUIPMENT DESIGN ENGINEER

Department/Campus Address: PSYCHOLOGY

Phone: 2-8038

Immediate Supervisor: WILLIAM BALZER, PSYCHOLOGY

Area Vice President: C.E. HINDLETON, VFAA & PRINCIPAL

* * * * *

Submitted by: WILLIAM BALZER

Position: CHAIR, DEPT OF PSYCHOLOGY

Department/Campus Address: PSYCHOLOGY - CONKLIN HALL

Phone: 2-8377

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
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- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999



Bowling Green State University

Department of Psychology
Bowling Green, Ohio 43403-0228
(419) 372-2301
Fax: (419) 372-6013

Web Page: <http://www.bgsu.edu/departments/psych/>

March 15, 1999

TO: Laura Waggoner
Registrations & Records

FROM: William K. Balzer, Chair
Department of Psychology

A handwritten signature in black ink, appearing to read "W. Balzer", written over a horizontal line.

RE: 1999 B.G. Best Award

Please accept my nomination of Mr. Andy Wickiser for the 1999 B.G. Best Award. While Andy would have been a strong contender for the award any year since he joined BGSU, his exceptional service during the past year make him truly worthy of our recognition and thanks.

During the Summer of 1998, the Department of Psychology physically moved from the Psychology Building to Conklin Hall. Over 35 faculty, 10 staff, 110 doctoral students, two computer labs, and two centers/institutes from Psychology moved across campus. The move took place over a three-week period, and even our well-laid plans for who would go when were quickly swept aside by the unpredictability of such a large move. All of us were concerned about technological problems which would affect our summer research programs, grant applications, computer labs, our ability to communicate via our departmental network, videotaping of graduate student clinical supervision sessions, and much more.

Andy brought order to our chaos with a smile. Before moving, he assured us all that he would make sure our network connections were up and running the same day our offices were moved. He physically carried computers from one location to the other, disconnecting and reconnecting computers to the network on the fly, readdressing computers to new network locations, and troubleshooting wiring problems in Conklin Hall. Andy did this every day for three weeks, working late many evenings and coming in on weekends just to make sure that technology issues were not part of our troubles with the relocation. At the same time, he personally rewired a new videotaping system for our Psychological Services Center, which had to be moved over the weekend so that client treatment sessions would not be compromised by the move. I still have vivid images of Andy perched on a ladder, drilling through brick walls during the heat and humidity of August (Conklin Hall is NOT air conditioned!), working until the job was done - well past five o'clock. This part of our transition from the Psychology Building to Conklin hall went very smoothly, and many people never realized how big a job it was for Andy.

When people try and thank Andy, he is always quick to downplay his hard work or exceptional competence. From his perspective, he is just doing his job. But from my perspective as department chair, I can tell you that it is because of Andy Wickiser that our department is what it is - a place where faculty and students can reach their full potential through the exceptional service and support by people *like Andy. He is one of the hardest working, most reliable, and most capable individuals with whom* I've had the pleasure to work, and I am delighted to nominate him for your award. It is time that we all thank him.

Rec'd 3/26/99 29

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Lois Sonnenberg

Position: Assistant Director of Adult Learner Services & Evening Programs

Department/Campus Address: Adult Learner Services, Continuing Education, International & Summer Programs, 40 College Park Phone: 372-8181

Immediate Supervisor: Stan Lewis, Director of Adult Learner Services & Evening Programs

Area Vice President: Dr. Charles Middleton, VPAA & Provost

* * * * *

Submitted by: Stan Lewis, Director of Adult Learner Services & Evening Programs

Position: Director of Adult Learner Services & Evening Programs

Department/Campus Address: Continuing Education, International & Summer Programs
40 College Park Phone: 372-7873

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
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- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Nomination for 1999 B.G. Best Award
Lois Sonnenberg

Many prospective adult learners find the university an intimidating and foreboding place. The thought of entering school after being away for a length of time is often quite an anxiety provoking event. Many students change their minds after they encounter Lois Sonnenberg.


Defining customer service is a difficult task, and too often, I think, we are tempted to define it by evaluating exactly how many people we serve, or by what percent of our responses we make on time. If, instead, we define it by thinking about the impact that we have on the people we serve, then Lois Sonnenberg is a model for the university in customer service. Lois's enthusiasm for the educational process and her genuine concern for the well being of the prospective students with whom she interacts is very evident in the workshops and recruitment events that she holds all over northwest Ohio. The evaluations of the workshops she holds are routinely excellent. Comments like the following are common: "It was delightful to see someone thoroughly enjoying their job. Your enthusiasm and willingness to help everyone was very evident". Or, "Lois does an outstanding job--both in explaining and making you feel comfortable." With the population we serve (adult students), making people feel comfortable and welcome is just as important as giving them good information.

Although Lois' primary function is to recruit adult and evening students for BGSU, she offers substantially more to the prospective students she meets. When students complete one of her library workshop series or the "Crossroads: Choosing New Directions" classes, they leave not only with information about returning to school (although that is important), but they also take with them new-found confidence about their abilities, new hope that they might accomplish their dreams, and a sense that BGSU is a place where they might succeed.

As she has continually improved the quality of her programs, Lois has also worked tirelessly to meet and recruit many more adults in a time when institutions are competing heavily for students. In the past year she doubled the number of evening visits we make to two year institutions, she increased the number of contacts in the business community for fall 1998 by 10% over fall 1997, and she increased the total number of prospects contacted in the fall of 1998 by 24.5% over that of fall 1997. While increasing this activity level, she has also found the time to develop and administer an assessment survey to past participants in order to continue improving our office response to customer need. All this as a 20 hour/week part time staff employee!

Lois' commitment to doing her job well is unwavering. She is a credit to my office, the university and her community. She is a model for all of us to emulate when we interact with our customers and our colleagues. Even those prospects she interacts with who decide not to attend BGSU become good will ambassadors for the university because of the professional and caring attitude they see in Lois. Because she has had such a profound impact on the lives of so many of our adult students, and because I don't know what I would do without her, I enthusiastically nominate Lois Sonnenberg for the 1999 B.G. Best Award.

Respectfully submitted,



Stan Lewis
Director of Adult Learner Services

rec'd
3/26/99

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Suzanne Sopa

Position: Director, Annual Giving

Department/Campus Address: Office of Development

Mileti Alumni Center Phone: 2-7699

Immediate Supervisor: Marcia Latta

Area Vice President: Doug Smith

* * * * *

Submitted by: Linda Swaisgood

Position: Associate Director

Department/Campus Address: Office of Public Relations

504 Administration Bldg Phone: 2-2718

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the EGSU learning community.
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- Provided excellent customer service to the EGSU community.
- Demonstrated exemplary commitment to the core values of EGSU.

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Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Sue Sopa could be nominated in any category as one of BG's Best.

Active in both the campus and local communities, she seems to be everywhere. This year she is working with Milt Hakel to implement a Senior Year Experience Program on the BGSU campus; next month she is co-sponsoring a teleconference on the topic. She is currently chairing the first-ever "Family Campaign" for the University and almost single-handedly recruited a core group of volunteers to assist with that project. These two projects could be attributed to her "job" as director of annual giving at BGSU, but Sue gives more than required. As one of the people working with her on the campaign, I see not only her commitment to the project but also her dedication to BGSU. She wants the campaign to succeed because it will be good for the University; not because it will be good for her.

In the realm of customer service, this past year Sue chaired a committee within the University Advancement area that brought customer service training to the entire division. She organized the training sessions, secured both internal and external resource personnel for presentations and provided the division with posters and wallet-size cards to remind us of the importance of serving customers, both internal and external.

Outside her area, Sue has been a volunteer coach for Springboard since the program was piloted three years ago. She is a caring coach who brought a new dimension of connection to the three students she has coached. Sue has also volunteered annually for the admissions Presidents' Day visit program, the last two years as a bus tour guide. I have had the opportunity to observe firsthand her spirited presentations and the enthusiasm she conveyed to the visitors who were fortunate enough to ride her bus.

In the community Sue has chaired an American Cancer Society Relay for Life team the last two years. She recruits volunteers, plans fund-raising events and in general generates enthusiasm among the other team members. She is also a member of the Board of Directors of the Northwest Ohio Parkinson's Foundation and a member of the Steering Committee of the Toledo Parkinson's Support Group. At her church (St. Mark's Lutheran) she is active in the Friends and Family at College program.

Sue has been involved in more fund-raising activities at BGSU and the community than I can recall. She leads those events by example—giving of both her time and her financial resources. She is a member of the Dean's Council in the College of Arts and Sciences, which requires a minimum commitment of \$5,000.

I hope the examples I have given show Sue as what I perceive her to be: a living example of the BGSU core values: respectful, cooperative, creative, always growing, and very proud of the work she does at BGSU.

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Ute Patsch Lowery

Position: Assistant Director for Housing Administration, Office of Residence Life

Department/Campus Address: 440 Saddlemeire Student Services Building

Phone: 372-2011

Immediate Supervisor: Jim Zentmeyer

Area Vice President: Ed Whipple

* * * * *

Submitted by: John Wesley Lowery

Position: Graduate Assistant, HESA Dept.

Department/Campus Address: 330 Education Building

Phone: 372-7382

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
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- Provided excellent customer service to the BGSU community.
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Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

**B.G. Best Nomination
Ute Patsch Lowery**

Please accept this nomination of Ute Patsch Lowery for the B.G. Best Award. Ute is in her fifth year at the University and currently serves as Assistant Director for Housing Administration in the Office of Residence Life. Although numerous aspects of Ute's work at BGSU are deserving of recognition, this nomination is specifically based upon her work with Dance Marathon over the past three years during which time she has served as advisor to this student philanthropy. Ute's work with Dance Marathon clearly demonstrates an outstanding commitment to the University through voluntary involvement in campus activities and an exemplary commitment to the core values, especially the values of cooperation and creative imaginings which have been vital in Dance Marathon's success at BGSU.

The mission of the BGSU Dance Marathon, in conjunction with Children's Miracle Network, is to build hope and provide inspiration for the children of Northwest Ohio. The BGSU Dance Marathon is the largest student run philanthropic organization in the state of Ohio. Raising over \$153,000.00 in 1998, the BGSU Dance Marathon has raised the most money in the nation for any third year Dance Marathon. Over all, the BGSU Dance Marathon is the third largest money raising Dance Marathon in the nation--and we are growing! The 1999 BGSU Dance Marathon will be held March 27-28 in the Student Rec. Center. To learn more about Dance Marathon, visit their webpage at <http://www.bgsu.edu/studentlife/organizations/miracle/index.html>

Mefty Lechman, Director of the Children's Miracle Network for Mercy Children's Hospital, offered the following comments about Ute's work with Dance Marathon:

It has been my privilege to work with Ute Patsch Lowery over the last few years. As director of the Children's Miracle Network I have witnessed the organization and success of Dance Marathon. It was during the second year that I met Ute. I was extremely impressed with Ute's ability to lead students. She, not only lead them to record breaking success, but shared her personal values. They worked together as a team. I saw students who did not know each other form a committee for action. Ute taught them tolerance, kindness, team spirit and how to give of themselves. I know that when these students return to their communities as graduates, they will take the experiences they learned from Mrs. Lowery into their own lives and communities. It is very easy to pick out the students who have been mentored by Mrs. Lowery, they are very special people just like she is. Ute Lowery is not only a credit to Bowling Green State University, but she is an inspiration to everyone who is fortunate enough to have met her. She will continue to bring success to Bowling Green State University.

Ute also recently traveled to New Jersey over spring break to assist with the first Dance Marathon at Rutgers University. JoAnn M. Arnholt, Dean of Fraternity and Sorority Affairs at Rutgers, commented on the support she offered to the students and staff at Rutgers:

Ute Lowery has been a tremendous help in our first Dance Marathon effort. Each time I called looking for suggestions or advise, she was ready and willing to help. Ute even made the trip to New Brunswick to observe the actual event and provide hands on assistance during the entire weekend. She is a true professional that understands how much good the entire Dance Marathon experience can bring to a university and its students. Bowling Green is very lucky to have this professional on its staff.

Katie Lowe, who served as a graduate student advisor to the BGSU Dance Marathon in 1996 and 1997, recently reflected upon the contributions that Ute has made to the event and her impact upon the lives of the students she has worked with. She said,

Ute's commitment to making BGSU's Dance Marathon a university wide event is remarkable. Ute has worked with the project from its inception and has worked to include Greek students, residence hall students, faculty and staff in the largest student run philanthropy in Ohio. Her devotion to making the most of the experience for each person involved is one of the things that has helped Dance Marathon grow to such a huge success. Ute Lowery has an incredible ability to help students become and do more than they think themselves capable. Her knowledge of university resources and the countless hours she puts into this event on top of her other responsibilities make her worthy of recognition as one of BG's Best.

Ute's work with Dance Marathon goes well beyond that of simply being an advisor. As Mefty indicated in her comments, Ute is a mentor to many of these students as well. Her work with Dance Marathon also transcends that of an advisor. For example, with her encouragement Ute's UNIV 100 class participated in Dance Marathon in 1996--the first class group to participate in the event at BGSU.

I sincerely hope that you give this nomination careful consideration. I believe that Ute is richly deserving of this award, an opinion shared by each of those who have added their comments to this nomination. Please contact me if I can provide any additional information.

1999 B.G. Best Award OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Diane Regan

Position: Executive Assistant, College of Arts & Sciences

Department/Campus Address: College of Arts and Sciences
(Admin. Bldg.) Phone: 2-9606

Immediate Supervisor: Joe Cranny

Area Vice President: _____

* * * * *

Submitted by: Alice Calderonello & Ellen Berry, co-chairs English

Position: Co-Chair, English

Department/Campus Address: 213 A East Hall
Phone: 2-7543

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
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- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

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Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

February 10, 1999

Ellen Berry *Mu* *Alice Calderonello*

To: ASC Awards & Special Recognition Committee
 From: Ellen E. Berry and Alice Calderonello, Co-Chairs, English
 Re: B. G. Best Award

It is with great pleasure that we nominate Diane Regan in the College of Arts and Sciences for the B.G. Best Award. We have known her for more than a decade and have worked with her in a number of capacities: as faculty members in need of advice, as members of College committees, and most recently as co-chairs of a large, diverse department. Our success in learning our new administrative roles (last year was our first as co-chairs) was due in large part to Diane Regan; she has thus also contributed substantially to the well-being of everyone in the English Department. All year we consistently relied upon her competence, availability, good-humor, savvy, and generosity.

And yet we know that many people regularly count on Diane's assistance. Partly this is so because she has such a range of talents, competencies and areas of expertise. Diane serves as the College expert on affirmative action issues; she helps to develop and implement college policies and procedures; and she serves as a clearinghouse for information on matters ranging from personal leave policies to retirement benefits. It is widely known that whenever Diane is asked for information, what she provides is accurate, detailed, and up to date. Diane is also unfailing tactful, inevitably responding in ways that encourage persons to seek clarification as often as they need it.

It takes an unusually skilled and dedicated person to accomplish so many tasks and to work effectively with such diverse constituencies as Diane Regan does. In this regard her resourcefulness, creativity, and flexibility serve us all well. We are constantly amazed (though not surprised) to find that Diane "knows about that too" or that she has added yet another skill to her already prodigious list. All of this is to say that Diane Regan is extraordinary at adapting to the constantly changing conditions at Bowling Green in ways that inspire confidence and appreciation in her colleagues. It is no wonder that her participation is much sought after on many influential college and university committees or that she is recognized as one of the College of Arts and Sciences' most valuable resources and highly respected staff members.

Diane Regan exemplifies the highest professional standards. For her ongoing, extraordinary commitment to Bowling Green faculty, staff, and students, she deserves the honor of receiving the B.G. Best Award. She is quite simply the best at what she does.

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Deb Conklin

Position: Executive Assistant

Department/Campus Address: Psychology

Phone: 2-8377

Immediate Supervisor: Dr. William Balzer, Chair

Area Vice President: Dr. Charles R. Middleton

* * * * *

Submitted by: Diane Regan

Position: Executive Assistant to Dean

Department/Campus Address: College of A+S

Phone: 2-9606

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the EGSU learning community.
- Improved the quality of programs and/or services on the EGSU campus (Main or Firelands).
- Showed an outstanding commitment to EGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the EGSU community.
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* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

To me, honoring BG's BEST means that we look to those we admire and hope to model. In making the award, we signal how much they are valued and that we aspire to learn from them. It is in this context that I submit for your consideration the name of Deb Conklin, Executive Assistant to the Chair in the Department of Psychology. While she doesn't have as high a staff profile on campus as some, she is performing at an extraordinary level, day in and day out, and has been for many years. She has been a "constant" in a department that has been shaken to its core by the loss of colleagues and friends. While they now question just what can be counted on in a seemingly perverse world, they have come to count on Deb. I have worked with her and watched her perform beautifully under the most trying situations-- giving solace to her colleagues, guidance to the staff, providing leadership where it was needed, just being the one everyone could lean on. For handling this exhausting role (the one that wouldn't be found on a position description or any Mercer Analysis!), she is worthy of our admiration on a human level. For performing so competently and displaying unfailing good judgment in dozens of very difficult situations like those I will mention, she is most worthy of this award on a professional level.

A little history is in order: Deb Conklin has been a critical member of the Psychology Department since 1982--first as office manager and then as executive assistant to the Chair. This department with its 83 full and part-time faculty and staff members is among the largest on campus. With its huge undergraduate program (more than 500 majors) and nationally ranked Ph.D. program, it is bigger and more complex than some of BG's colleges. Beyond that, there have been unusual circumstances in Psychology that have placed unique demands on her. In the mid- 1980's, two psychology faculty members died within days of each other just before the start of the fall term. The department was in chaos while decisions needed to be made about covering classes, making memorial arrangements, cleaning out their offices, and helping the families. Deb. was there in the center helping--coordinating the department's response, seeing the routine and not-so-routine work got accomplished. The students were served. In 1989, when Bob Conner was her chair, she worked with him through cancer treatment. Then the week before classes were to begin in August, he suffered a serious debilitating stroke! I know who kept things running while the department recovered from their loss in leadership. Deb stepped in to make sure the responsibilities assigned to the Chair were handled--classes scheduled, new students greeted, contract requests made, new faculty welcomed and equipped. She assumed the hundreds of endless duties that must be addressed and handled them with great poise even in the face of other traumatizing events, even, I suspect, when she wanted to go home and grieve herself.

Deb accepted and worked with a new chair in 1989 and then gave him over to the College in 1992 when he was asked to step in as Dean. In 1990, Psychology lost another faculty member to suicide. In 1993, she began work with a new Chair. Anyone affiliated with an academic unit will appreciate the hundreds of duties that must be accomplished and will recognize the role the assistant to the chair will carry in his/her absence or during a transition or a training period.

In 1998, the wife of the former chair/now Dean --and a close friend of Deb's -- died after an unexpected and brief illness. Then just last month, Doug Ullman, senior Psychology faculty member, died suddenly. Frankly, I don't think any of us can imagine the stress of handling this much loss, of being intimately connected to the families who have suffered those losses, planning endless memorial services, counseling those having difficulty, finding time to listen and then listen some more, responding appropriately day after day. Yet, this is what Deb has had to do in her administrative staff position. Since 1986, I have watched Deb perform all of her duties and these extra painful ones-- quietly, without fail, and without compromise in efficiency or accuracy.

It is for these reasons that I believe Deb Conklin is worthy of this recognition. She has demonstrated professionalism and extraordinary strength under unique circumstances. She has demonstrated what it means to be reliable and resilient, strong and focused and seemingly imperturbable in the face of great sadness. Core values displayed? I think so: she respects and loves those around her; she has shown she will work with anyone to reach the goal of serving the department and college, and she surely should take pride in a job well done!

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Marilyn Proatz

Position: _____

Department/Campus Address: EDHD Dean's Office; 444 Education

Phone: _____

Immediate Supervisor: Les Sternberg, Dean

Area Vice President: _____

* * * * *

Submitted by: D. Rosalind Hammond

Position: Chair; Division of Teaching and Learning; EDHD

Department/Campus Address: EDTL; EDHD

Phone: 372-7279

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the BGSU learning community.
- Improved the quality of programs and/or services on the BGSU campus (Main or Firelands).
- Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the BGSU community.
- Demonstrated exemplary commitment to the core values of BGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Nomination of Marilyn Braatz for the B.G. Best Award

It is my great pleasure to nominate Marilyn Braatz for the B.G. Best Award. Mrs. Braatz has a long and rich record of professional service to this university. I find it very difficult to identify just one criterion for this nomination since Mrs. Braatz has made a significant contribution in several areas.

Mrs. Braatz is an exceptional administrative staff member who has demonstrated an outstanding commitment to this university. She has implemented several programs at Bowling Green State University that have benefited our learning community. One such program which has generated much interest in BGSU, especially by students and staff members in schools throughout northwest Ohio is the "A Day at the Schoolhouse" program. This all day reenactment of life in a one-room school was first held in 1996 as part of the school's anniversary celebration and since that time has continued to grow in popularity among teachers and students in public schools, retired teachers and community members. For two weeks in the fall and spring semesters, each day, students and teachers from a different school arrive on our campus in costume to spend the day at the Little Red Schoolhouse. The instruction and other daily events are orchestrated by Mrs. Braatz and her core of volunteers and are reflective of the era when the schoolhouse was first used. Participants are transported to the past where they are actively involved in an exciting and meaningful learning experience. Mrs. Braatz has been instrumental in the development of a holiday theme for the fall visitations and a spring theme, even including an authentic Maypole Dance for those who participate during spring semester. The number of volunteers, many of whom are BGSU graduates, are continuously increasing, as the community becomes more involved in this exciting endeavor. This program provides a wonderful educational activity for all involved and a most positive introduction to BGSU for students.

Power of the Pen is another program that Mrs. Braatz directs which has served to draw attention to BGSU. Power of the Pen is a competitive writing program for 7th and 8th graders. For the past eight years under Mrs. Braatz's leadership, BGSU has hosted the NW Ohio Regional Tournament, which brings over 200 writers to campus for the Saturday event. Mrs. Braatz recruits judges, speakers, arranges speakers, arranges for facilities, solicits campus departments and area merchants for door prizes and in general makes certain that all involved have a positive experience. This event has proven to be a successful recruitment experience as well as an exciting learning activity.

By her warm and positive manner, Mrs. Braatz adds much to the both the quality of programs and services as well as to the level of customer service at this university. She is dedicated and puts BGSU first in all her actions. She has willingly devoted countless hours to the promotion of BGSU that will bring credit to our university for years to come. Mrs. Braatz is able to fulfill her many and diverse commitments while maintaining an enthusiastic, personable presence. Her open approachable manner enables her to bring together a team of individuals- students, faculty and community members, to work effectively to a common goal. In a university that values interdisciplinary collaboration, Mrs. Braatz is a remarkable leader. Her successful efforts to increase scholarships and awards given to our students are further evidence of her knowledge and interpersonal skills.

Mrs. Braatz is an ambassador of good will and demonstrates her love for this university in all that she does. I can think of no one more deserving of this award than Marilyn Braatz.

Rec'd
3/26/99

1999 B.G. Best Award

OFFICIAL NOMINATION FORM

I am pleased to nominate the following individual for the 1999 B.G. Best Award:

Nominee: Matt Webb

Position: Academic Advisor, Arts + Sciences

Department/Campus Address: 205 Administration Bldg.

Phone: 2-2015

Immediate Supervisor: Dr. Rick Hebein

Area Vice President: Chuck Middleton

* * * * *

Submitted by: Linda Swaisgood

Position: Associate Director

Department/Campus Address: Public Relations

504 Administration Bldg. Phone: 2-2718

* * * * *

Please check the criteria on which your nomination is based:

- Implemented a new idea or program to benefit the EGSU learning community.
- Improved the quality of programs and/or services on the EGSU campus (Main or Firelands).
- Showed an outstanding commitment to EGSU by their voluntary involvement in campus/community activities.
- Provided excellent customer service to the EGSU community.
- Demonstrated exemplary commitment to the core values of EGSU.

* * * * *

Return this nomination form with attached one-page narrative to:
 Laura Waggoner
 Registration & Records
 110 Administration Building

Deadline for nominations: March 26, 1999

Matt Webb goes above and beyond what is "required" to be an academic adviser. Although I have known him for several years, it was only this past year that I became aware of the level of his commitment to BGSU and his students.

Last fall I team-taught with Matt a section of UNIV 100 just for arts and sciences students (all UNIV 100 instructors are VOLUNTEERS). It was in this class that I had an opportunity to observe first-hand his sincere desire to help students succeed. He brought to each class session an exemplary depth of caring. The students related to him and knew that he was one person on whom they could count to answer their questions and help them navigate the extremely difficult freshman year. He allowed the students to know him as a person as well as a professional. He advised them in class and encouraged them to schedule appointments so he could advise them outside of class, even if they were not his "assigned" advisees. He took the time to contact students whose performance in class was less than satisfactory; he planned in-class and out-of-class activities that made them feel valued.

Ironically, the students "knew" Matt before they enrolled in his class. Almost without exception they admitted to being cajoled into taking the class by their parents who had met Matt during Orientation & Registration. "Take a class from that man," the students reported their parents saying.

The level of his impact on the parents was evidenced by the fact that he received an award at the O-Reg recognition luncheon: Matt was the person most often cited by parents as being helpful during the summer O-Reg program. Those parents were sufficiently impressed by Matt to remember his name and then write it down on their evaluation forms.

A Springboard coach when the program was still in its pilot stages, Matt has also been an active member this year of the Graduation Connections Task Force commissioned by Provost Middleton. He has been a driving force behind recommendations to improve the advising process at BGSU, not only for the students of color who are the subject of task force deliberations, but for ALL students at BGSU. His ideas on that task force have been creative but grounded in common sense.

I hope these examples show Matt for what I have observed him to be: a person who shows an outstanding commitment to the University by his voluntary involvement in campus activities and one who provides outstanding customer service to the BGSU community. If there is a person at BGSU who exhibits the core values, it is Matt Webb. He was a mentor for me in the UNIV 100 class; he is a superior academic adviser who cares about students and their parents. He is a "B.G. Best."

cherry@wbgu.bgsu.edu,5/10/99 9:39 AM -0400,Re: BG Best Award

1

From: cherry@wbgu.bgsu.edu
Date: Mon, 10 May 1999 09:39:21 -0400
To: lwaggon@bgnet.bgsu.edu, dfleitz@bgnet.bgsu.edu, dburris@bgnet.bgsu.edu
Subject: Re: BG Best Award
MIME-Version: 1.0

Hi everyone!

I just wanted to confirm some details with everyone to make sure we had all our bases covered for Thursday's Awards Banquet. Could you all confirm who you have contacted & whether or not the nominator will be able to speak on Thursday?

For example,

I contacted Linda Swaisgood on behalf of winner Sue Sopa....Linda will be able to speak. I also contacted Andrew Freeman on behalf of winner Pat Booth....He too will be able to speak.

I'd like to confirm the following winners':

Andy Wickiser
Vicki Knauerhase
Nancy Footer (which nominators will speak for her?)
Phyllis Short
Lois Sonnenberg
Naomi Lee

Thanks!

--Dianne

CALL FOR NOMINATIONS

BGSU ADMINISTRATIVE STAFF

1998

B.G. BEST AWARDS

SPONSORED BY: BGSU ADMINISTRATIVE STAFF COUNCIL

Awards & Special Recognition Committee
Jerry Ameling, Scot Erclesler, Deb Furriss, Dianne Cherry, Kristen Donaldson,
Ken Frisch, Lisa McHugh, Jane Schimpf, Chair, Bob Waddle

DEADLINE TO SUBMIT: APRIL 15, 1998

About the Awards - The ASC Awards & Special Recognition Committee is now accepting nominations for the 1998 B. G. Best Awards. This new award is in recognition of outstanding contributions to BGSU by administrative staff members.

Basis of Eligibility - Any current full-time or part-time administrative staff member is eligible for the award.

Award Criteria - The B. G. Best Award(s) will recognize administrative staff members who have demonstrated one or more of the following criteria during the past year of service. In any one year multiple awards may be given up to a maximum of 12 awards. While this award is designed to recognize individual staff members, team nominations will be considered if they consist solely of administrative staff members.

1. Implemented a new idea or program to benefit the BGSU community.
2. Improved the quality of programs and/or services on the BGSU campuses.
3. Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
4. Provided excellent customer service to the BGSU community.
5. Demonstrated exemplary commitment to the core values of BGSU.

Nomination Procedures - Complete the official nomination form on pages 3 & 4 and return to the Awards & Special Recognition Committee Chair by April 15, 1998. The nomination form must be completed, including all pertinent information about the nominee's qualifications for the award. Limit your nomination to the one page only. The nomination forms will be accepted from current BGSU students, faculty, classified and administrative staff members.

Award Presentation - The awards will be given annually at an ASC event at the end of the current academic year. The award(s) will consist of a hand-painted ceramic "Falcon" replica named B. G. Best. Each recipient will also have notation of the recognition placed in their Personnel File in Human Resources and a copy will be shared with their supervisor and area vice president and the President of BGSU. 2

OFFICAL NOMINATION FORM

I am pleased to nominate the following BGSU Administrative Staff Member for a 1998 B.G. Best Award.

NOMINEE _____

POSITION _____

CAMPUS ADDRESS _____

TELEPHONE NUMBER _____

IMMEDIATE SUPERVISOR _____

AREA VICE PRESIDENT _____

Submitted by _____

Position at BGSU _____

Campus Address _____

Telephone Number _____

*Please return this nomination form by April 15, 1998 to:
Jane Schimpf, Auxiliary Services
102 Park Avenue Warehouse, BGSU*

Please check the criterion on which your nomination is based.

- ___ 1.Implemented a new idea or program to benefit the BGSU community.
- ___ 2.Improved the quality of programs and/or services on the BGSU campuses.
- ___ 3.Showed an outstanding commitment to BGSU by their voluntary involvement in campus/community activities.
- ___ 4.Provided excellent customer service to the BGSU community.
- ___ 5.Demonstrated exemplary commitment to the core values of BGSU

Submit information in typewritten form on this page. Please be as specific and succinct as possible when describing you nominee's achievements and contributions. Answer this question: What has your nominee done that distinguishes her/him in the selected criterion?

Signature

Date

 *** TX REPORT ***

TRANSMISSION OK

TX/RX NO 1861
 CONNECTION TEL 73533966
 CONNECTION ID
 ST. TIME 05/05 14:26
 USAGE T 00'45
 PGS. SENT 1
 RESULT OK



Bowling Green State University

The Graduate College
 120 McFall Center
 Bowling Green, Ohio 43403-0180
 (419) 372-2791
 FAX: (419) 372-8569

May 5, 1999

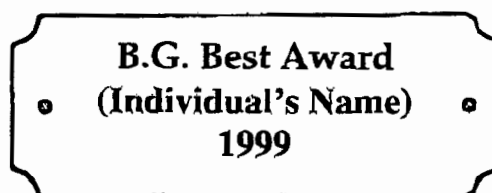
The Copy Shop
 ATTN: Denise
 FAX: 353-3966

Denise:

Listed below are the names for the tags for the 1999 B.G. Best Awards. The awards are being presented next Thursday, May 13 at the ASC spring reception. I'm hoping we will be able to have the name tags in time for the ceremony. Please charge to the BGSU Administrative Staff Council (area/org 550/3331) and send the bill to Deborah Boyce, University Advancement. Please contact me if you have any questions. Thanks for your help.

Deb Burris
 Graduate College
 372-0433

The tag is brown with gold lettering and should read:



Patricia Booth

Phyllis Short



Bowling Green State University

The Graduate College
120 McFall Center
Bowling Green, Ohio 43403-0180
(419) 372-2791
FAX: (419) 372-8569

May 5, 1999

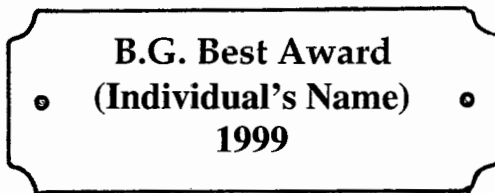
The Copy Shop
ATTN: Denise
FAX: 353-3966

Denise:

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Deb Burris
Graduate College
372-0433

The tag is brown with gold lettering and should read:



Patricia Booth	Phyllis Short
Nancy Footer	Lois Sonnenberg
Vicki Knauerhase	Suzanne Sopa
Naomi Lee	Andy Wickiser



**ADMINISTRATIVE STAFF COUNCIL
SPRING 1999 RECEPTION**

THURSDAY, MAY 13, 1999

3-5 P.M.

MILETI ALUMNI CENTER

*Please join your administrative staff colleagues at
our spring gathering.*

*Be there for the presentation of the "BG Best"
awards.*

