

CPC Communicator

Volume 19, Special Edition: Awards and Recognition

A newsletter of the CSU Classified Personnel Council (CPC)

January 2, 2019



CLASSIFIED
PERSONNEL COUNCIL
COLORADO STATE UNIVERSITY

Classified Personnel Awards and Recognition Opportunities

We know that the State Classified employees at Colorado State University do amazing work every day, and we want to recognize the hard work and efforts by our employees. There are several award and recognition opportunities available to nominate State Classified employees available now. Please consider nominating an employee who deserves recognition!

CPC Everyday Hero award

- The Everyday Hero is a special program sponsored by the Classified Personnel Council to recognize the day-to-day achievements of all CSU employees (State Classified, Administrative Professionals, and Faculty). Nominations accepted year-round. Anyone can nominate a State Classified employee for this award!
- For more information and to submit a nomination, please visit the CPC [website](#).

Outstanding Achievement Award

- The Outstanding Achievement Award recognizes meritorious and outstanding achievement in job skills and/or service to the University by State Classified employees. Up to five awards are given, which consist of a plaque, \$1,000 award, and special recognition at the annual Celebrate! CSU event on April 10, 2019. Anyone can nominate a State Classified employee for this award!
- For more information and to submit a nomination, please visit the CPC [website](#).
Applications must be submitted by February 15, 2019.

Positive Action Award

- The Positive Action Award recognizes individuals, groups, units, or departments that have made a positive contribution to State Classified employees at Colorado State University by fostering a supportive work environment, improved campus climate, and/or positive work experiences for State Classified employees. Anyone can nominate an employee/group for this award!
- For more information and to submit a nomination, please visit the CPC [website](#).

Educational Assistance Award

Now accepting applications for spring 2019

- The Educational Assistance Award was established by the CPC in 2009 to assist State Classified employees seeking to further their education.

- Recipients may use the \$500 (before tax) award to meet any needs associated with furthering their education: tuition, certifications, books, childcare expenses, transportation costs, etc.
- Visit the CPC [website](#) to learn more about the award and to apply. **Applications must be submitted by January 21, 2019.**

Administrative Professional Awards and Recognition Opportunities

Just like State Classified employees, Administrative Professional employees do amazing work every day and deserve recognition for their efforts that help keep the university operating and being an amazing place to work. There are several award and recognition opportunities for Administrative Professional employees at CSU available now. Please consider nominating a deserving employee who deserves recognition!

AP Stars Award

- The AP Star Award was created to express appreciation by recognizing the accomplishments of Administrative Professional (AP) employees who have demonstrated outstanding individual performance at CSU. The goal is to recognize AP's who make a difference and "shine" in our CSU community. Anyone can nominate an AP employee for this award!
- For more information and to submit a nomination, please visit the AP [website](#).

Distinguished AP Award

- The Distinguished Administrative Professional Award recognizes Administrative Professionals with continuous meritorious and outstanding achievement in areas of operational efficiency, leadership and mentoring, innovation, and the Principles of Community at Colorado State University. A maximum of five (5) award recipients are selected each year, and these amazing individuals each receive a commemorative plaque, an award of \$1,000 and special recognition at the annual Celebrate! CSU event on April 10, 2019.
- For more information and to submit a nomination, please visit the AP [website](#).

If you want to nominate an employee for an award but are unsure which employment category they are in (State Classified vs Administrative Professional vs Faculty), you may contact the HR Service Center (491-6947 or HR_Service_Center@mail.colostate.edu), or Erika Borges in University Operations (491-5258 or eborges@colostate.edu), or ask the supervisor of the individual.

Other recognition opportunities

CSU Community Engagement Scholarship Awards

- The awards are conferred annually in recognition of exemplary engaged scholarship by CSU faculty or academic staff members *and* their community partner(s).
- This call for nominations includes the following awards:
 - **Distinguished Community Engagement Scholarship Award** (one at \$3,000) - in recognition of a collaboration, project or program with a long-term record of sustained impact, achievement and scholarship
 - **Emerging Community Engagement Scholarship Award** (one at \$1,000) - in recognition of a relatively new initiative that has shown potential for long-term impact, achievement and scholarship

The deadline for all nominations/proposals is **February 1, 2019**.

Faculty, administrators, colleagues, students, or community partners can initiate nominations; self-nominations are also welcome.

More information on the awards and a nomination form can be found at <http://engagement.colostate.edu/provosts-council-engagement-awards/>.

Employee Appreciation Board unit recognition

- The CSU EAB recognizes groups for their hard work monthly. To nominate a department or office, visit the EAB [website](#).

Want to Get Involved?

Make a difference for State Classified employees

- The State Classified Leave Bank committee is looking for a non-CPC member State Classified volunteer to serve on the committee. The committee meets the first Tuesday of the month from 11 am to 12 pm in the HR office located at 555 Howes (meetings are only held when there are applications to review).
- If you are interested in learning more about this committee, reach out to cpc_chair@colostate.edu for more information!

Other Topics and Tidbits

Smoking Policy at CSU

On Nov. 2, 2018, Governor Hickenlooper signed an executive order that **prohibits the sale and use of tobacco and other smoking products on state properties**. This order went into effect immediately, and the university has been updating its tobacco use policy to align with the executive order requirements.

What does the order mean for CSU faculty, staff, students and visitors?

- The order prohibits smoking, vaping and all other uses of tobacco on university property. This includes cigarettes, cigars, vaping (even on non-nicotine), hookahs and chewing tobacco.
- The order applies to all university grounds. This includes all of our Fort Collins campuses (Main, South and Foothills).
- It also applies to our satellite offices controlled by the university, such as Forest Service, Extension and Agricultural Experiment Station offices and grounds.
- The order bars tobacco use and vaping inside buildings and outside on all grounds, even in open areas away from buildings or foot traffic.

The executive order went into effect the day it was signed. Our policy is being updated to reflect the executive order, and we anticipate it will clear our approval process in January, when the university will fully implement the new limitation.

We are identifying answers to questions our students and staff may have regarding the new policy and executive order, as well as developing a communications plan to include signs at the entrances of campus and a website outlining the policy and ways to report concerns. Look for additional information and reminders about the new policy in January.

The executive order can be read at:

https://www.colorado.gov/governor/sites/default/files/b_2018-011_vaping_products_and_e-cigarettes.pdf

Staff and students interested in cessation resources may visit:

<https://tobaccopolicy.colostate.edu/quitting-resources/> for information on no cost and low cost resources available through local and state entities as well as resources and support available through CSU-provided health insurance.

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Website <https://cpc.colostate.edu/>



The Classified Personnel Council appreciates your willingness to stay informed about State Classified and Colorado State University issues and events. The CPC Communicator is intended to be an infrequent dissemination tool that is quick and easy to navigate. It will always be a work in progress, so please feel free to reply with any ideas, suggestions, and items to include. Anyone can sign-up for the CPC Communicator [here](#).