Category
POLICY: 2-76 Team of the Year Program

Approval
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Responsible Party: Executive Director of Human Resources

"Team of the Year" Program

The "Team of the Year" program recognizes outstanding performance and collaboration by groups of staff and faculty at WSU Tech.

Eligibility:
- The competition is open to any "team" or "group" of WSU Tech employees who worked together to accomplish something GREAT. The team could be a committee, a task force, a group assigned to a project, or a specific department or sub-group within one of the College divisions.
- Team projects must have been worked on during the current Fiscal Year for which the nomination is received.
- Temporary, contract, or student employees are not eligible for nomination.
- Employee must be actively employed at the time of the payment of the award.

How to compete:
- Nominations are to be made using the "WSU Tech Team of the Year Nomination form".
- Any nomination must include a narrative or video outlining the team's greatest accomplishment(s), along with all evidence needed to support the nomination for the award. A list is also needed of all Team member names and positions within the College. Evidence to support the nomination may include awards, recognitions, certifications, publications, presentations, flyers or materials from activities, and other materials that demonstrate the importance of the collective accomplishments of the team/group and its members.
- Nominated teams must designate a representative to present the nomination and evidence in person to the Selection Committee for judging.
- Nominations may be made by any employee.
- The narrative or video, along with all needed evidence, must be submitted to the Executive Director of Human Resources no later than July 30th of each year to cover the previous 12 months.

Selection Committee:
A committee composed of several SCTETA Board members will evaluate all submissions by September of each year to determine one winning team. All teams nominated will be publically recognized, with the winning team announced during the September in-service event.

Rewards:

Members of the winning "Team of The Year" will receive:
- Team of the Year trophy
- Recognition certificate for each member of the team.
- Information posted on the WSU Tech website and published in the WSU Tech newsletter.
- If approved on the annual budget, a bonus of up to $350 for each member of the winning team, with the total not to exceed $3,500 for all team members.