February 6, 2013

Dear USC community member,

All members of the USC community are invited to submit nominations for the 2013 President’s Award for Staff Achievement, which will be presented at the annual Staff Recognition Luncheon on April 24, 2013. This award is presented annually to a current, full-time member of the staff who has made outstanding contributions to the enhancement of USC. The award carries with it a $3,000 honorarium.

The nomination form, as well as helpful guidelines and other information, is available at the President’s Award website at www.usc.edu/dept/hr/saa. Please note the deadline for submission is Wednesday, March 6. The nominations will be reviewed by the staff achievement advisory committee, which will submit a short list of nominees to me for final selection.

Yours truly,

C. L. Max Nikias
President

cc: Elizabeth Garrett
    Provost and Senior Vice President for Academic Affairs
Robert Abeles
    Senior Vice President for Finance and Chief Financial Officer
Albert R. Checcio
    Senior Vice President for University Relations
Todd R. Dickey
    Senior Vice President for Administration
Thomas E. Jackiewicz
    Senior Vice President and Chief Executive Officer for USC Health
Thomas S. Sayles
    Senior Vice President for University Relations