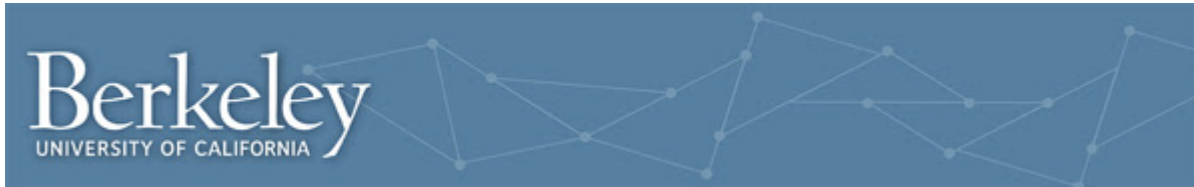

Research Spot Awards for 2021 - 2022

1 message

Office of the Vice Chancellor Research <CALmessages@berkeley.edu>
To: calmessages_communication@lists.berkeley.edu

Thu, Dec 2, 2021 at 6:30 PM



Office of the Vice Chancellor for Research

Dear Colleagues:

I am pleased to announce the call for nominations for the FY22 Research Spot Awards Program for Vice Chancellor for Research (VCR) Units. Take note that the campus has again eliminated the Achievement Awards portion of the STAR Plan this year, and has instead reallocated funding for the Spot Awards only. The nominating period is December 1, 2021 through April 30, 2022.

This recognition program acknowledges special accomplishments and specific projects from PPSM* and CX represented staff employees. I invite you to [submit a Spot Award nomination](#) on behalf of a *Research Division* employee who deserves recognition for exemplary effort on a specific, short-term project.

Nominations from supervisors, managers, and other campus individuals signify that a colleague has noticed outstanding performance. The Spot Awards also identify and reinforce the [Achieve Together criteria](#), behaviors and values that are important on campus. Nominees must have a home department that falls under the [Research division](#).

If you have any questions, please contact Mel Mejia in my office at mmejia@berkeley.edu

Thank you for taking the time to participate in the Research Spot Awards.

Sincerely,

Randy Howard Katz
Vice Chancellor for Research

Award Type

[Spot Awards](#) are designed to recognize special contributions, as they occur or *on the spot*, for a specific project or task accomplished over a relatively short time period. The award also provides for *team nominations*. The award amount for either type is **\$500** with an increase of up to four awards per employee, per fiscal year.

The VCRO reserves the right to limit the number of awards per employee due to the popularity of the program within the division.

Criteria

The [Berkeley 'Achieve Together' Achievement Criteria](#) comprise the basis for determining Spot Award accomplishments. Nominations should reflect at least one of the five criteria:

- Collaboration
- Goal Accomplishment
- Inclusion and Belonging
- Innovation
- Job Mastery

Nomination and Review Process

To submit a nomination, please complete the online [Research Spot Award nomination form](#). All nomination forms must be approved by the employee's supervisor. Supervisors will receive an email approval prompt from Smartsheet, so please ensure that you've contacted the nominee's supervisor prior to your submission.

Nominations should recognize work performed during the period May 1, 2021 – April 30, 2022, and include specific examples of the employee's accomplishments. The VCRO may contact nominators for additional information.

To prevent delays, please ensure that your justification for nomination reflects the 'Achieve Together' guidelines, as well as examples of exemplary work.

The Research STAR Plan committee, and an internal VCRO panel will review Spot Awards throughout the nomination period until the final deadline.

Note that eligible Berkeley Regional Services (BRS) staff [should be nominated](#) through their respective [Regional Director](#).

Deadline

Accomplishments for FY 2022 are eligible.

The four Research deadlines will be:

Friday, December 22, 2021

Friday, February 11, 2022

Friday, March 25, 2022

Friday, April 30, 2022

Nominations may be submitted at any time between December 1, 2021 through April 30, 2022. Final decisions on all awards will be made within a few weeks after each submission deadline. The VCRO will notify Managers, Supervisors and Nominators of employees who have received an award. Award letters and certificates will be emailed to employee supervisors, and the VCRO will process payment for the closest pay cycle end dates contingent upon final decisions.

Please contact Mel Mejia at mmejia@berkeley.edu with any questions. Please visit People and Culture for a full summary of the [Spot Awards Program](#), Eligibility Criteria, and FAQs. For quick access, you may also refer to the [Research Spot Awards](#) program on the VCRO website.

Please distribute this communication within your units and print copies for those employees who do not have access to email or a computer.

*SMG members are ineligible for STAR awards

If you are a manager who supervises UC Berkeley employees without email access, please circulate this information to all.

This message was sent to all Faculty and Staff in the Research Division.

#BearsCare
coronavirus.berkeley.edu

**Vaccinated.
Protected.
Ready to roll on.**

Berkeley
UNIVERSITY OF CALIFORNIA