

From: Provost & Vice President for Academic Affairs <Provost@csusb.edu>

Sent: Thursday, May 16, 2024 4:15 PM

To: Faculty <faculty@groups.csusb.edu>

Cc: Sandy Bennett <Sandy.Bennett@csusb.edu>; Jenna Aguirre <jenna@csusb.edu>; AJ Hernandez <ahernand@csusb.edu>; Janette Garcia <jygarcia@csusb.edu>

Subject: Academic Affairs' New Staff Spot Award

Dear Colleagues,

I am pleased to announce the launch of a new divisional initiative, the Staff Spot Award, aimed at recognizing and celebrating the outstanding contributions of our exceptional staff members. These individuals play an integral role in the successful functioning of Cal State San Bernardino and contribute to numerous aspects of campus life.

The Staff Spot Award has been established to immediately recognize an Academic Affairs staff member for their exceptional performance on a specific project or task, superior customer service or for exemplifying Cal State San Bernardino's core values. The program is effective immediately. (In addition to the links provided below, the Staff Spot Award can also be accessed via the Academic Affairs [Home tab](#).)

How it works:

- All Division of Academic Affairs staff members are eligible to receive a Spot Award.
- Divisional college/unit leaders, faculty and staff are invited to [submit a Spot Award](#) through a specifically created automated program.
- The monthly winner, who will receive a \$25 gift card and be spotlighted in the Academic Affairs newsletter, will be randomly selected by the program.

For additional information, [click here](#).

I encourage all members of the division to actively participate by sending a Spot Award to a deserving colleague. The automated form is simple to use and can be completed in about a minute.

Sincerely,

Rafik

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A. Rafik Mohamed, Ph.D.

Provost and Vice President for Academic Affairs
California State University, San Bernardino