

# New 'Persons For Others' employee recognition program includes instant and annual honors

The helpful and caring interactions Loyolans regularly provide and experience at the university will soon be acknowledged through a new employee recognition program. "Persons For Others" is a lakeside campuses program, created by an employee group, that provides both instant and annual acknowledgment of Loyolans' efforts to pay attention to what really matters: people.

"We want to acknowledge the unsung heroes, the people who give extra effort to make Loyola a pleasant experience for students and coworkers," said Bonnie DeZur, assistant director of registration and records and a member of the ad hoc group that created the new program. "At Loyola, and in the workplace in general, day to day work often can be ignored unless it's negative. We get wrapped up in our own situations and forget to say thank you. Or, your above and beyond actions might be noted in your annual review—but this program gives a way for another individual to say, 'Thanks, that was a nice thing you did.' With the Person for Others program, there is tangible reinforcement that when we go above and beyond the call of duty, there is recognition and appreciation of that."

While Loyolans have regularly performed good deeds without expectation of recognition, that recognition is both deserved and due, noted Mary Denisienko, director of compensation and employee relations and chair of the ad hoc group.

"We all appreciate a pat on the back," confirmed Charlotte Trznadel, senior secretary in marketing and ad hoc group member.

"With so many Loyolans regularly acting out of kindness and with respect for the dignity of other individuals, it will be a real pleasure to see this program grow," Denisienko added. "Life at Loyola University Chicago is rooted in human relationships. As we support our shared university mission of education, we interact with students, faculty and other staff members. We extend ourselves for these other people, we take the extra step to help them, because we are people who

The ad hoc group recently mailed an announcement and brochure about the two-part program to lakeside employees' offices.

## Instant recognition

Kind and helpful deeds will be instantly recognized by a rotating group of trained employee "spotters" who will hand recognition coupons to every Loyolan they see acting for others. (Tips can also be passed on via a campus telephone hotline number: 8-7128.) The caring action may be as simple as holding a door, or walking a student or visitor to a desired destination. "Simple actions, but the extra caring steps that illustrate our regard for other people," Denisienko noted.

Instant recognition coupons provide a tangible thanks to the recipient: they can be redeemed through campus human resources offices for coffee mugs and cafeteria vouchers. "I really like the Persons for Others mugs," DeZur said. "Whether it's used for coffee or to hold pencils, it provides a visible reminder to the person who received it and to the co-workers and other people who see it on the desk."

All Loyolans are eligible for instant recognition—staff, faculty and students. The names of instantly recognized individuals will be printed in *Loyola World*.

## Annual award

Based on employee nominations, up to four Loyola staff employees will annually be recognized as a model Person For Others and named the recipient of the Kay Egan Award.

Kay Egan was a 41-year Loyola employee, continually noted for her warmth and humanity. Since her 1995 retirement from her post as manager of group life and health insurance, Egan continues to be remembered as a Loyolan who built community through compassion and personal commitment to helping others. The new annual employee recognition award is named in honor of her unfailing example as a Person For Others.

"If you remember Kay, the reason for naming the award for her is obvious: she was a paragon of virtue," DeZur said.

pls inherent in being a Loyola Person For Others:

- Exhibits ethical behavior.
- Cares for and respects the dignity of each individual.
- Cooperates and encourages teamwork with fellow employees.
- Exhibits the spirit of service excellence.

Loyolans may nominate any staff employee (excluding administrative department heads and above) for the annual award. (An employee may be nominated by several co-workers, but the number of nominations does not bear on selection.) The name of the nominating employee remains confidential. Nomination forms were included in the introductory inter-campus mailing and also are available in campus human resources offices: Room 250, Granada Centre, LSC, and Room 105, Siedenburg Hall, WTC.

The first awards will be presented in March. Nominations should be received in HR offices by Feb. 24.

Nominations will be reviewed by the award selection committee. The selection committee will recommend up to four nominees to the vice president for human resources, who will determine the award recipients.

Recipients of the Kay Egan Award will be notified by letter at work and invited to a reception in their honor. A copy of the letter will be sent to the employees' department heads and to human resources. A cash award of \$300 will be presented to each recipient at the reception, and the award recipients will be featured in *Loyola World*.

For more information or assistance in filling out the nomination form, contact campus human resources offices, which coordinate the program.

In addition to DeZur, Trznadel and Denisienko, members of the ad hoc committee that created the Persons for Others program include Information Technologies Technical Support Analyst Susan Guggenheim, Mundelein College Administrative Assistant Patti McCanna, WTC Human Resources Director Mimi Winter, LSC Human Resources Director Stan Hewitson and Director