8-31-2009

Employee of the Month : 2009 : 09 : Donna Knudsen

University of South Florida St. Petersburg.
MEMORANDUM

DATE: August 31, 2009

TO: Donna Knudson
Assistant Director, Graduate Studies

FROM: Margaret Sullivan, Ph.D.
Regional Chancellor

SUBJECT: Employee of the Month for September

Congratulations! You are a recipient of the USF St. Petersburg Employee of the Month award for September 2009.

This award is given to employees who go above and beyond typical job expectations, provide outstanding customer service, or perform distinctive achievements that impact the department/campus. You were nominated for this award because you organized and implemented the first-ever Graduate Student Orientation at USFSP. You did this nearly single-handedly. You organized the speakers, arranged for logistics and food, lined up graduate coordinators (faculty), and acquired wonderful "door prizes" for our new grad students - no mean feat in itself on a Saturday morning! It was a spectacular success and clearly contributed to many of these students actually deciding to enroll at USFSP thus increasing our graduate student yield. All of your hard work in making this a successful event certainly deserves recognition!

The Employee of the Month recipient receives a $50 gift card to Publix and a monthly parking pass in the designated Employee of the Month parking space.

In order to pick up your gift card, please present this memorandum to the Cashier's Office, BAY 132, with a photo identification card.

I applaud your commitment and dedication to our institution. Again, congratulations!

cc: Dr. Norine Noonan, RVC
Human Resources