Monthly Membership Meeting
In-Person: Tempe CPCOM120 and Downtown Phoenix UCENT 317
ZOOM from your desktop or mobile device: https://asu.zoom.us/j/481527897
October 30, 219 | 12 to 1 p.m.

Agenda
I. Call to order
Sun Devil Rewards

El Diablito
2019‒20 Officers

Amira de la Garza
President

Sandy Martínez
President Elect

Anita Luera
Past President

Patricia Corona
Treasurer

Lisa Falkner
Historian

Micha Espinosa
Faculty Liaison

Sussely Morales-Chmielewski
Staff Liaison

James Randall
Student Relations
Liaison

Rogelio Ruiz
Student Relations
Liaison

Guadalupe Pérez-Carrillo
Communications Chair

Patricia Rosciano
Development Chair

Anita Tarango
Advisor

Lisa Magaña
Advisor
II. Upcoming events
Upcoming events

Workshops:
Tuesday, Oct. 28
Thursday, Oct. 31
Upcoming events

Nov. 1 through February 1
clfsa.asu.edu/scholarships

2019-20 Scholars

Samantha Corrales
Public Service and Public Policy

Mireya Olivia Fernandez
Justice Studies

Antonio Hernandez-Gonzalez
Aerospace Engineering

Suhey Ortega
Interdisciplinary Studies

Diana Ramirez
Microbiology
Upcoming events

Leadership discussion
Friday, Nov 6
Upcoming events

Celebration week
Friday, Nov 8
Upcoming events

Fundraising dinner
Friday, Nov 12

Please join Dr. Rendón and ASU CLFSA for the
Laura I. Rendón Scholarship Program 20th anniversary fundraising dinner
Tuesday, November 12, 2019
6:30 to 8:30 p.m.
at the residence of
José A. Cárdenas
Chandler, AZ

To get tickets go to: clfsa.asu.edu
Public lecture
Friday, Nov 13
6-7:30 p.m.

RSVP at
clfsa.asu.edu/events/rsvp

Student Success: Employing Validation and Working with Student Assets and a High Impact Pedagogy

Laura I. Rendón, PhD
Professor Emerita, University of Texas
Upcoming events

**Holiday Drive**
Nov. 1 to Dec. 5
*Donate today!*

**Gift wrapping**
Dec. 12
Dr. Lisa Magaña and Dr. Robert Short’s residence

**School visit**
Dec. 13
Lowell Elementary
III. Special topics
Development Chair

Special Topics Presentation

Patricia Rosciano
Senior Program Coordinator for ASU’s Employee Recognition Program and New Employee Orientation
Building a culture of appreciation with recognition.
Service award feedback.

Patty Rosciano
Leadership and Workforce Development
recognition@asu.edu
What is recognition and why is it important?
Recognition is the acknowledgement of a job well done.
Why is it important?

- Let’s employees know that their work is valued and appreciated.
- Improves morale.
- Helps build a supportive work environment.
- Increases employee motivation and retention.
- Sense of ownership, belonging in the workplace and loyalty.

“Keeping the Right People,” HRCouncil.CA.
http://hrccouncil.ca/hr-toolkit/keeping-people-employee-recognition.cfm
Where do you start?
See opportunities and act on them.

1. The first aspect is to actually see, identify or realize an opportunity to praise someone. If you are not in a receptive frame of mind you can easily pass over many such opportunities.

2. The other aspect of recognition is, of course, the physical art of doing something to acknowledge and praise people for their good work!
Recognize an individual’s ABCs.

Attitudes
Behaviors
Contributions
Types of recognition.

Day-to-day
• Should be the foundation of your recognition strategy.

Above and beyond
• Recognized for actions that help achievement significant results (individual or teams).

Milestones
• Service awards, retirement and personal/professional achievement.
When giving recognition follow…


<table>
<thead>
<tr>
<th>As soon</th>
<th>As sincere</th>
<th>As specific</th>
<th>As personal</th>
<th>As positive</th>
<th>As proactive</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timing is important; don’t delay praise.</td>
<td>Do it because you’re truly appreciative.</td>
<td>Give details of the achievement.</td>
<td>Do it in person!</td>
<td>Don't mix in criticism, publicly.</td>
<td>Don't wait for perfect performance.</td>
</tr>
</tbody>
</table>
Make it meaningful!
Tips and low cost ideas.

A sincere word of thanks costs nothing and is very effective.

Create a simple “ABCD” card that are given when someone goes “Above the Call of Duty.”

Offer flexible scheduling, give a long-lunch, extra break.

Almost everyone appreciates food.

LinkedIn recommendations, social media shot out.

Write about them in a college/department-wide email.

Honor them at the start of the next staff meeting.

Finally, provide opportunity!
Recognition gone wrong.

Assuming you know what motivates everyone and how they like to be recognized.

Recognize late – let it grow stale.

Not having a process.

The manager takes credit?!

Criticize publicly.

The recognition is a mystery.
What motivates you?
How do you want to be recognized?

Recognition worksheet.
asu.edu/hr/documents/recognition-worksheet.pdf
Recognition Worksheet

Complete this worksheet so that we know how, when, where, why and by whom you like to receive recognition. We will share this information with each other and with our boss.

How I like to be recognized — Check all that apply.

- A personalized award or gift — humorous or creative certificate, coffee mug, plaque.
- Balloons.
- Celebrate with team.
- Email message to unit.
- Food items.
- Lunch with supervisor.
- Letter of recommendation for personnel file and copy to unit or department head.
- Opportunity to attend training of choice.
- Opportunity to participate on committees and task forces.
- Personal email.
- Praise given privately in person.
- Public praise.
- Written thank you card or note
- Other ways:

<table>
<thead>
<tr>
<th>My preferred name:</th>
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<table>
<thead>
<tr>
<th>Employment anniversary date:</th>
<th>Birth day and month:</th>
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</table>

<table>
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<tr>
<th>What I value.</th>
</tr>
</thead>
<tbody>
<tr>
<td>What makes recognition meaningful to me.</td>
</tr>
<tr>
<td>My shortlist of favorite things.</td>
</tr>
</tbody>
</table>

asu.edu/hr/documents/recognition-worksheet.pdf
What is ASU doing for employee recognition?
Employee Recognition Program.

President’s Awards.

- Faculty and staff who have made significant positive change through programs, initiatives, services and techniques in the area of innovation, social embeddedness or sustainability.

- Application process and recipients honored at a ceremony each spring.

SUN Awards.

- Day-to-day specific, immediate recognition to one of your ASU co-workers.

- Thoughtful, positive way to honor an employee for supporting university goals.

- Top multiple SUN Award recipients honored at a ceremony each spring.

Employee Recognition BBQs.

- Partnership with ASU Staff Council, annual campus wide celebration held quarterly to recognize and appreciate faculty and staff.

Service Awards.

- An employee’s service is recognized in 5-year increments of employment.

- Faculty and staff with 25, 30, 35, 40, 45 and 50 years of continuous service and those who retirement with 25 or more years of continuous service to ASU are invited to a luncheon hosted by the President’s Office.
Service awards.

- 5, 10, 15-years of service receive a lapel pin, gemstone.
- 20-years of service and above, gift selection.
- We are going through an RFP to enhance the current service awards.
- What would you like to receive? Send feedback to patricia.rosciano@asu.edu.
This is what the evaluation committee is currently considering on service awards….

Send feedback to patricia.rosciano@asu.edu.

1) Acrylic numeral awards.
2) ASU branded gifts (lanyards, shirt/polo, cup/stainless steel bottles, etc.).
3) Continue gift catalog but up the value.
4) Electronic notice for everyone celebrating an anniversary + one year anniversaries.
5) Online platform for use of everyone to do peer-to-peer recognition (e-cards); reminders.

What else?

- Gift cards, taxable after a certain dollar amount.
- Experiences (tickets to sporting events, shows, etc.).
Building a culture of appreciation with recognition.
Service award feedback.

Questions?
Thank you.
IV. Announcements
Never wondered what aliens think of climate change?

Come find out November 14th at noon at the Biodesign Auditorium.

This one-hour event is free and open to the public. Pizza will be served!

Climate scientists estimate we have fifteen years to decarbonize the economy if we want to stave off the worst impacts of climate change. The time for action is now. But action requires a hopeful vision of the future.

ASU is part of the action! Actors from the Acting Concentration in the School of Film, Dance and Theatre in the Herberger Institute for Design and the Arts will showcase three short pieces from the 2019 Climate Change Theatre Action plays. Followed by scientists/researchers from ASU’s Biodesign Institute to illuminate the material, share their research, and lead discussion.

Join us on November 14th, from noon until 1pm at the Biodesign Institute auditorium for a demonstration of science and the power of storytelling.

For more information visit:
V. Meeting adjourned
¡Gracias!

CLFSA
ASU Chicano/Latino Faculty & Staff Association