PROPOSED BOARD ACTION

Approve revision to FGCU-PR5.007 Employee Recognition Program

BACKGROUND INFORMATION

The Employee Recognition Program was implemented to recognize employees with five (5) years of continuous service. This regulation is being revised to no longer require that the five (5) years of service be continuous in order to be recognized. (This change would only be applicable to the Employee Recognition Program.) This change would allow the University to recognize former employees who have returned to work at the University and have a total of five (5) years of service.

Supporting Documentation Included: Notice and Text Regulation FGCU-PR5.007 Employee Recognition Program

Prepared by: Assistant Vice President and Director of Human Resources Dr. David Kakkuri

Legal Review by: Vice President and General Counsel, Vee Leonard (May 13, 2013)

Submitted by: Vice President and General Counsel, Vee Leonard
REGULATION TITLE: 
Employee Recognition Program

REGULATION NO: 
FGCU-PR5.007

SUMMARY: 
This regulation, FGCU-PR5.007 Employee Recognition Program, is amended to recognize an employee’s cumulative years of service.

FULL TEXT: 
The full text of the regulation being proposed is attached and can also be found at http://www.fgcu.edu/generalcounsel/promulgation.asp

AUTHORITY: 
Section 1001.706, Florida Statutes, Board of Governors Regulation 1.001

UNIVERSITY OFFICIAL INITIATING THE PROPOSED REVISED REGULATION: 
Assistant Vice President, Human Resources Dr. David Kakkuri

UNIVERSITY OFFICIAL APPROVING THE PROPOSED REGULATION: 
Vice President and General Counsel Vee Leonard

PERSON TO BE CONTACTED REGARDING THE PROPOSED NEW REGULATION: 
Diane St. John, Executive Assistant, Office of the General Counsel, dstjohn@fgcu.edu; 239.590.7466 (Phone), 239.590.7470 (Facsimile); 10501 FGCU Blvd. S, Fort Myers, FL 33965-6565.

ANY COMMENTS REGARDING THE PROPOSED NEW REGULATION SHOULD BE SUBMITTED IN WRITING ON OR BEFORE JUNE 3, 2013 BY 5:00 P.M. THE COMMENTS MUST IDENTIFY THE REGULATION ON WHICH YOU ARE COMMENTING.

THIS NOTICE WAS POSTED ON THE FGCU WEBSITE ON: May 15, 2013
A. (1) The Florida Gulf Coast University Employee Recognition Program shall provide for recognition of eligible employees.

B. (2) The University is authorized to expend state funds for recognition and awards to employees in compliance with this regulation. Any award is contingent upon the availability of funds and must be approved by the President. This regulation does not apply to the expenditure of private funds to which the University may have access.

C. (3) The awards shall acknowledge employee achievement in the following components:

1. (a) A superior accomplishment component to recognize employees who have contributed exemplary and meritorious service in their respective fields, including exceptional contributions to efficiency, economy, or other improvement contributing to the mission of Florida Gulf Coast University.

2. (b) A service award component to recognize employees who have achieved increments of five (5) continuous cumulative years of service to the University in appreciation and recognition of such service. The Department of Human Resources shall be responsible for gathering the data necessary to implement the service award program. The computation used to determine years of service under this regulation shall only be applicable to the Employee Recognition Program.
D. (4) In addition to the components specified above, the University may recognize retiring employees whose service with the University has been satisfactory and appointed members of university boards or commissions whose service to the University has been satisfactory, upon the expiration of the member’s final term in such position.

Action by Florida Gulf Coast University Board of Trustees:

Approved: 06/17/08

Law Implemented:

1001.74 Section 1001,706, Florida Statutes, Board of Governors Regulation 1.001

History of Rule:

New 04/17/97

History of Regulation:

New 06/17/08, Amended

Effective Date of Regulation:

06/17/08