

To: The Montgomery College Community

From: Ms. Krista Leitch Walker
Vice President of Human Resources and Strategic Talent Management

Subject: Special Recognition Awards for Staff for 1st Quarter of FY2021

Date: October 22, 2020

I am pleased to announce the call for nominations for the 1st Quarter of FY2021 Montgomery College Special Recognition Award (SRA) for Staff. The purpose of the award is to recognize individuals that have performed above and beyond their regular duties. A current full-time or part-time staff member that has been an employee of the College for at least one year may qualify for an award once per fiscal year. More information about the SRA for Staff can be found on the [awards page](#) of the Human Resources and Strategic Talent Management website.

The nomination process for the SRA has been modified to foster parity across the organization by recognizing remarkable staff members by division and on a quarterly basis. The table below shows the recognition periods by quarter and the due dates for nominations. To find the online submission form, please follow this link: [MC Staff Recognition Awards Form](#).

Special Recognition Award		
Quarter	Months	Nomination Due
1 st Quarter	July, August, and September	November 20, 2020
2 nd Quarter	October, November, and December	January 15, 2021
3 rd Quarter	January, February, and March	April 16, 2021
4 th Quarter	April, May, and June	June 11, 2021

Should you have any questions regarding the SRA, please send an e-mail to: recognition@montgomerycollege.edu.

Thank you for your continued commitment and service to the College.