



I AM COD AWARD

Individual Employee Nomination Form

NOMINEE INFORMATION

Name	Department
Karyin Boulom	Staff Services

NOMINATOR INFORMATION

Name	Title	Department
Sally Fairbank	Professor	BusTech

Choose the criteria that best describes why this person is being nominated: (may select multiple)

Core Values

Service Excellence

Exceptional Performance

What was the situation and when did it occur? Describe the impact on students/employees/community.

This nomination encompasses more than one situation. It describes the overall excellence that Karyin Boulom has demonstrated over the years.

I was hired in 2006 for one reason - to develop an American Bar Association (ABA)- approved Paralegal Studies program at College of DuPage. I achieved that goal in 2010, when our program became ABA-approved. We were re-approved in 2018, and this approval extends until 2024. Simply put, I could not have done this without the extraordinary assistance of Karyin Boulom. As a single-faculty Program Chair of a program with its own admission process and an outside approval body that requires close adherence to its guidelines, there is much for me to monitor and track, and Karyin helps me with all of it. She has been my loyal and hard-working behind-the-scenes ally as I have had to fill out complex reports (including a lengthy Interim Report to the ABA that we submitted in July 2020) track data, administer surveys, analyze results, complete job placement spreadsheets, review program admission files, write program admission letters, and contact alumni. Much of the required administrative work to maintain the program is tedious and time-consuming, yet Karyin does the work quickly, thoroughly, and

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Sample nomination:

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NOMINEE INFORMATION

Name	Department
Susan Castellanos	Procurement Services

NOMINATOR INFORMATION

Name	Title	Department
Anne Marie Dando	Procurement Services Admin Asst	Procurement Services

Choose the criteria that best describes why this person is being nominated: (may select multiple)

- Core Values Service Excellence Exceptional Performance

What was the situation and when did it occur? Describe the impact on students/employees/community.

Susan has served the College of DuPage (COD) in a variety of capacities and the knowledge she has gained serves COD extremely well! She is somewhat of a Warehouse / Procurement Services historian, offering knowledge and input on past occurrences relating to challenges and successes which is quite helpful. I am continually impressed by her organizational skills and resourcefulness. Susan is professional, respectful and takes full responsibility for the tasks at hand. January 2020 through September 2020 she served our department and the school as the only Buyer in the Procurement Services Department and endured through this unprecedented pandemic! Susan has represented COD with the utmost integrity and equity as she has interacted daily with a diverse population of people, goods and services both inside and outside the college community. Susan is dedicated to protecting COD's integrity in every task she performs and oversees by strictly following protocol. Throughout the aforementioned time frame, Susan has processed approximately 63 Bids/RFPs totaling over \$9.9 million. She has accomplished this through participation, support and guiding college personnel through the progressions; pre-proposal meetings, vendor conferences, demonstrations, committee meetings, numerous emails, phone calls and

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NOMINEE INFORMATION

Name Dana Collsen	Department Human Resources
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NOMINATOR INFORMATION

Name Robert Plank	Title Instructor	Department Technology & Business
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Choose the criteria that best describes why this person is being nominated: (may select multiple)

- Core Values Service Excellence Exceptional Performance

What was the situation and when did it occur? Describe the impact on students/employees/community.

Dana was a tremendous help to myself back in September, when I was in need of some help. I was buying a home and it was becoming a stressful experience. One of many components required for our mortgage, was information about my employment. Dana went above and beyond to assist in the process. She was prompt and professional, providing all needed information to the broker. She was a critical piece in the process and her timely and thorough handling of the situation was invaluable. I can't thank her enough for helping lower our stress levels during a difficult time!

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This nominator had issues with the form and send me the information via email vs in the fillable form.

COLLEGE OF DUPAGE. I AM COD AWARD. INDIVIDUAL EMPLOYEE NOMINATION FORM

NOMINEE INFORMATION

Name Valeria Fike Department Library

NOMINATOR INFORMATION

Name Sally Grenzow Title Reference Assistant IV Department Library

Criteria that best describes the person being nominated --
Service Excellence and Exceptional Performance

During this pandemic, Valeria has worked long hours with exceptional results to keep virtual Library service continuing for students, staff, faculty and district residents. When the Library was on campus, the team of Reference Assistants covered Ask A Librarian email and Reference Desk phone calls. In order to keep consistent service with phone calls, Valeria has covered and responded to all phone calls coming into the Library since mid-March 2020. In addition, she has been involved with the Public Service committee to improve service virtually. Due to a new catalog from the State of Illinois that was installed in June, she has problem solved many details to help the Reference Desk staff know how to use it and note some of the problems. Reference projects have been developed by her so that Reference Assistants can check online titles that are so important for research virtually.

Valeria is an exceptional employee and has helped to make the Library a vital department for serving C.O.D. Her technology expertise has been appreciated and applauded by staff that work with her.



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Name	Department
Glenn Glinke	Art, Communication, and Hospitality

NOMINATOR INFORMATION

Name	Title	Department
Anthony Venezia	Program Chair/Professor	Motion Picture/Television

Choose the criteria that best describes why this person is being nominated: (may select multiple)

- Core Values Service Excellence Exceptional Performance

What was the situation and when did it occur? Describe the impact on students/employees/community.

Glenn Glinke has been the heart of the Motion Picture/Television program for many years. Not long ago, he was promoted from the MPTV lab manager to Program Support Specialist which made him responsible for a myriad of things in several of the disciplines in Art, Communications, and Hospitality as well as the specific duties he was already performing for Motion Picture/Television department. Even though his list of responsibilities has grown significantly, he is still able to support all of his assigned programs with care. Glenn is always one step ahead of the game and has covered my back for many years. Even though our TV studio is no longer his direct responsibility he still gives his own time and energy off the clock to update and maintain our equipment. Repeatedly, Glenn has reminded me of impending deadlines to make sure I am on top of my responsibilities and commitments. Glenn's dedication to our programs and his willingness help our students is impressive. I feel he is the very definition of "I AM COD."

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Name Marilyn Ortiz	Department Specialized Testing
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NOMINATOR INFORMATION

Name Dawn Pliml	Title Testing Specialist	Department Specialized Testing
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Choose the criteria that best describes why this person is being nominated: (may select multiple)

- Core Values Service Excellence Exceptional Performance

What was the situation and when did it occur? Describe the impact on students/employees/community.

Marilyn is always a role model for her employees and leads by example. She encourages team work, customer service and promotes special projects and team building. She will always find an answer and will go above and beyond to help students, faculty and other staff. She puts trust in her employees to handle problems and resolve issues.

She has always been a leader in promoting special projects, for example, COD cares projects. She has encouraged her team to participate in COD cares (Up to Snow Good) by setting up donations to to the Humane Society and the Metropolitan Senior Center. While working remotely, she has encouraged her team to participate in TLC workshops and other college sponsored remote learning opportunities and professional enhancement. Marilyn understands the importance of continued communication and team support by regularly scheduling zoom team meetings for employees to connect and receive updates on any and all information that will support our mission to help the entire college community to the best of our ability. In addition, she supports team building by promoting contests such as remote marathon (getting out and walking and tracking our steps), submitting pictures of our pumpkins for halloween and voting on best movies to watch during auarentine.

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