

# Policy Manual



<b>Title: Professional Technical Staff Recognition Programs</b>	<b>Number:</b> 6Hx2-3.42
<b>Legal Authority:</b> <i>Fla. Statutes § 1001.64, Fla. Admin. Code r. 6A-14.029</i>	<b>Page:</b> 1 of 1

## GENERAL STATEMENT

The College recognizes that Professional Technical Staff (PTS) play an integral part in achieving its mission and provides incentive programs to encourage and reward them for their many contributions to the College. As an institution of higher education, the College values lifelong learning and continuous improvement and encourages PTS to continue their education. Accordingly, the College has established two recognition programs, the PTS Educational Incentive Award and the PTS Outstanding Achievement Award. Participation in either program is voluntary and is not a professional development requirement.

## THE POLICY and STAFF

PTS Educational Incentive Award:

This award consists of a one-time payment to those full-time PTS employees who receive a newly conferred degree while employed by Broward College and after successfully completing their probationary period with a rating of meets expectation or above and no additional compensation has been factored for the additional education. The award will be limited to one year after the degree has been conferred. Awards are granted in accordance with the established procedure.

PTS Outstanding Achievement Award:

This award is available annually to any full-time and/or part-time PTS employee (non-work-study) with one year of employment by the end of the previous fiscal year (June 30). Previous recipients may reapply after a three-year waiting period. Criteria for the award are publicized through the Office of Talent and Culture. Talent and Culture solicits nominations/applications for the award and appoints a panel of five members to review the applications and recommend award recipients to the President or designee.

## IMPLEMENTATION and OVERSIGHT

The Talent and Culture Department has the responsibility for the implementation and oversight of this policy. Policy violations and appeals will be investigated by the Executive Director, Talent and Culture or designee.

## VIOLATION OF POLICY

Violations of this policy will be investigated and may result in discipline up to and including termination as well as loss of any monetary award received under the policy.

**History:** *Revised August 26, 2008, revised September 25, 2012, revised January 24, 2017, revised December 10, 2019, revised August 10, 2021*

**Approved by the  
Board of Trustees**

**Date:**  
08/10/2021

**President's Signature**

**Date:**  
08/10/2021