

Employee Reward and Recognition

Essential Criteria for an Effective Program



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Employee
Advisory
Council



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Employee Advisory Council Rewards & Recognition

All 16 components were surveyed to find the best means used to incentivize, encourage, appreciate and motivate employees.

- Distributed to HR Directors at each institution
- 4 Topic Areas, Outcome of 3 Initiatives
- 100% response rate

Several U. T. System institutions have rewards and recognition programs, but not all of the institutions do. Employees are motivated not only by good pay and benefits, but also by feeling they are valued and appreciated for the work they do. Reward and recognition programs play an important role in recruiting and retaining outstanding employees. The institutions that have programs for rewarding and recognizing their employees could be used by other institutions as models for developing a new program.



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Employee Advisory Council Rewards & Recognition

- Effective recognition and rewards programs have the following benefits:
 - Boosts employee performance
 - Reinforces enthusiasm
 - Encourages loyalty
 - Encourages commitment
 - Creates a positive work environment
 - Creates a culture of recognition
 - Motivates high performance
 - Reinforces desired behaviors
 - Increases employee morale
 - Supports organization's mission
 - Increases retention



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- An effective recognition and rewards program should meet several essential criteria:
 - The recognition and rewards program does not exclude any employee
 - The employees know exactly what should be accomplished in order to earn recognition and rewards
 - The manager's success is tied to the employees' success



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- Reward Categories:
 - Time, work or money saving ideas that support the mission of your unit/department/institution.
 - Ongoing or one-time customer compliments for service/satisfaction
 - Solution to a difficult problem
 - Outstanding one-time achievements
 - Outstanding attendance (particularly where public hours are important)
 - General ongoing contributions that you'd just like to acknowledge



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- No / Low Cost Recognition Ideas:

- Personal thank you, thank you notes or emails – good deed awards
- Post on 'recognition board,' bulletin board, newsletters, web site
- Hall of Fame – pictures of your employees
- Submit article to Intranet for agency viewing
- Submit article to local/regional/national newspaper regarding employee's achievement
- Scrapbook with pictures of achievements throughout the year
- Ask senior manager to attend staff meeting when recognizing employees for their achievements
- Recognition lunch
- Informal party – coffee/Danish or cookies/drinks or ice cream
- Gift certificate to restaurant
- Traveling trophy (and how about a photo of the manager congratulating the award recipients)
- Certificate or plaque
- Mugs, pens, tee shirts, etc. with team or agency logo
- Inexpensive gift related to employee's hobby
- Flowers
- Certificate for CD's or Books or Movie Tickets
- Inclusion in special project
- Alternate work schedules
- Opportunity for cross-training
- Recognize outstanding skill or expertise by allowing employee to mentor another
- Rotate the responsibility for being the unit representative at meetings
- Include employee in goal setting and work planning
- Having employee attend ceremony or opening upon the completion of a special project



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- Moderate / Higher Cost Recognition Ideas:

These suggestions tend to be more expensive and in some situations more time consuming.

- Savings bonds
- Gift Certificates
- Trophy
- Clocks
- Cash bonuses
- Time off
- Jewelry
- Enrollment in seminar or additional training
- Catered lunch
- Annual Picnic
- An excursion for the department – night out for dinner, bowling, sports event, etc



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Academic Institutions (9)

- Arlington
- Austin
- Brownsville
- Dallas
- El Paso
- Pan American
- Permian Basin
- San Antonio
- Tyler

Health Institutions (6)

- Southwestern Medical Center at Dallas
- Medical Branch at Galveston
- Health Science Center at Houston
- Health Science Center at San Antonio
- MD Anderson Cancer Center
- Health Science Center at Tyler



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Employee Advisory Council

Officers

Chair- Dexter Jones, UTHSC - Tyler

Vice Chair - Ben Bond, UT Austin

Secretary - W. Dennie Clemons, UTHealth (HSC - Houston)

Historian – Olga Garcia, UT Brownsville

Committee Chairs

Worklife – Marsha Zimmerman, UTHSC - San Antonio

Wellness – Shawna Ridley, UT Southwestern

Recruitment/Retention – Yolande Caddell, UTHSC - Tyler

Policies/Procedures – Venetta Williams, UT San Antonio

Campus Savings Innovations – Eric Solberg, UTHealth (HSC - Houston)