



University of Michigan Health System
Department of Internal Medicine
Division of Hematology/ Oncology

**“Laurie Kittl Luzynski
Administrative Professional Award”**

Call for Nominations

Laurie was an administrative assistant in the Division of Hematology/Oncology known for bringing the place to life - her infectious energy and enthusiasm were felt across the division and appreciated by so many of her colleagues. She organized English practice, formed teams for walk-a-thons, and convinced the most die-hard couch potato to participate in M-Fit classes or go on lunchtime walks. She remembered everyone's name and brought a balance of humor and professionalism into the work environment. Even when she had earned her degree, she continued taking classes to improve her work skills. In honor of her spirit, friendliness and ability to unite others, the Division of Hematology/Oncology has created this memorial award. The winner will be awarded a certificate and a monetary award of \$250 during a ceremony to be held on April 23, 2008 in the afternoon (Administrative Professionals Day).

Who is Eligible?

Any administrative professional within the Department of Internal Medicine who demonstrates the following qualities:

- a commitment to continuing education and skill building
- a team builder – someone who fosters teamwork and encourages others by making the workplace not only more productive but a fun place to be
- a "can-do" attitude
- a champion of physical fitness – encouraging colleagues to participate in a healthy lifestyle

Nomination Procedures

To nominate an individual for this award, a letter of nomination must be submitted indicating how the nominee exemplifies the criteria detailed above. Please include other staff members that could attest to the nomination.

Submit your letter of nomination to:

Susan Blaisdell
4303 Cancer Center/5936
or by email: sblaisde@umich.edu
or by fax: 734-647-9654

Deadline for Receipt of Nominations – Extended to April 4, 2008