



## Kay Egan Award Nomination

Loyolans who interacted with Kay Egan during her 41-year tenure at the university regularly remarked on her warmth and humanity. As manager of group life and health insurance, Kay Egan supported Loyola employees, easing the anxieties often associated with insurance issues. Since her December 1995 retirement, she continues to be remembered as a Loyolan who built community through compassion and personal commitment to helping others. In recognition of her unfailing example as a "Person For Others," Loyola University Chicago names its annual employee recognition award in Kay Egan's honor.

- Up to four annual recipients of the Kay Egan Award will be current Loyola employees who shows similar care, concern, respect, ethical behavior and cooperation.
- Any lakeside staff member (excluding administrative department heads and up) may be nominated by any administrator, faculty member, staff employee or student.
- Nomination forms are available from campus human resources offices:  
Room 250, Granada Centre, Lake Shore Campus  
Room 105, Siedenburg Hall, Water Tower Campus
- Campus human resources offices can answer questions about the nomination form.

### To Submit a Kay Egan Award Nomination

1. Complete the reverse side of this form.
2. Write a few sentences describing why you believe the person you are nominating deserves consideration for a Kay Egan Award.
3. Keep in mind that the Kay Egan Award selection is based on the nominee reflecting four principles inherent in being a Loyola Person For Others:
  - Exhibits ethical behavior.
  - Cares for and respects the dignity of each individual.
  - Cooperates and encourages teamwork with fellow employees.
  - Exhibits the spirit of service excellence.
4. Campus human resources offices can assist with questions about the nomination form.
5. Return your completed form to a campus human resources office.

