

MICHIGAN STATE UNIVERSITY

June 26, 2017

ServiceAwards@hr.msu.edu

Attn: CT Recognition Award Selection Committee

Human Resources

Michigan State University

1407 S. Harrison

East Lansing, MI 48823

Dear Selection Committee Members,

It is with extreme excitement that I spearhead the nomination of Wendi Winston for the Thomas and Concettina Gliozzo Award for Clerical-Technical employees at Michigan State University. I cannot think of a better representative to be recognized and to mark the 15-year anniversary of this award than someone as committed and dedicated as Wendi!

I came to know Wendi upon receiving her application to join the Women's Advisory Committee for Support Staff (WACSS) in May of 2015. This is a very active committee that works towards the betterment of women support staff at MSU. Wendi works in Detroit at the College of Osteopathic Medicine and WACSS had been working very hard to recruit members that would provide insight to the needs of those that work outside of MSU's East Lansing campus. Since joining, Wendi has provided such energy and vigor to the committee and drives to East Lansing to attend most (if not all) monthly committee meetings in person. She represents the views of those 'off-campus' competently and provides understanding and awareness of their needs. In her very first year, Wendi volunteered to facilitate the annual spring forum attended by over 350 women. Unbeknownst to her, this is a time-intensive responsibility that she led with such **determination and dedication**. Wendi was responsible for organizing all aspects of the forum from attendee registration, speakers, flow, food, layout, tasks, and prize giveaways. On the day of our annual spring forum, her son, Cassius Winston (MSU MBB point guard), was receiving the 2016 Mr. Basketball award. Wendi attended to her tasks as lead of the spring forum vs. being present when her son was given this prestigious award – I could not give any better example of her dedication towards work other than that! You can view her son's comments of his mom being away at work here:

www.goo.gl/4Fhxew.

In Wendi's second year, she served as WACSS Secretary taking minutes for every meeting and once again volunteered to facilitate the spring forum for the second year in a row! As an **innovative thinker**, she facilitated a more organized way of distributing giveaways to lucky attendees by duplicating name tags that would be placed in a bucket to be selected during registration. She also worked to ensure that employees joining via live-stream from all over Michigan were able to participate,



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not only as active participants in the actual forum, but also included in the prize giveaways regardless of the fact that they were joining remotely. In addition, she took all feedback received the first year to enhance our programming, helping to achieve a near perfect success rate based on attendee feedback the second time around. From my understanding, and at work, Wendi looks at other's obstacles as opportunities for improvement and works on a daily basis to ensure satisfaction and ease in all that they do.

Knowing that the Gliozzo's **recognize and value the importance of an education**, I can tell you that Wendi doesn't ever stop learning! She has been a staff member at MSU for eight years, and the field in which she works is constantly changing and renewing. She has such an eagerness to learn and contribute and is always looking for opportunities to be engaged and lend her talents to the cause. She received her Bachelor of Arts in Economics (Cum Laude) from Wayne State in 2005 and received her Master's in Library and Information Science from Wayne State University in 2009. She also took a sign language course in 2011 just because.

Wendi's **significant contributions towards community and public service** are broad and extensive. She is an active member of the Base Hospital Task Force and is representative on the Shiffman Medical Library Outreach Advisory Council. She has served on the Commission on Osteopathic College Accreditation (COCA) Standard 3 Task Force, revised information for continued compliance with the American Osteopathic Association Commission on COCA, and worked in coordination with several offices including the MSU Libraries, Detroit Medical Center, and Osteopathic Medicine regarding expansion. In addition, she gave a professional presentation in 2011 at the Michigan Library Conference. She holds professional affiliations in the American Library Association, Michigan Library Association, and the Metropolitan Detroit Medical Library Group.

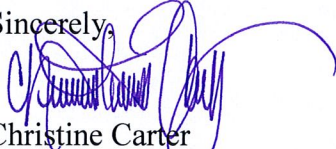
Wendi has continuously showed concern for members of the campus community and reflects **diligence in her daily work** in all that she does. As a member of WACSS, she is constantly considering how things would be perceived by others and wants to ensure we are inclusive and responsive. She works to ensure that other's voices are heard and considered. For seven years, since 2010, Wendi has also served as a CTU representative. As such, she also attends many (if not all!) of the monthly meetings held on campus and is actively involved in subcommittee work. Did I tell you that she lives and works in Detroit!? Like WACSS, she is very dedicated and active, volunteering to ensure that their annual events are well received and successful. From what I learned, she has a very artistic side to her, providing and enhancing decorations and other items on display at a fraction of the cost to make others feel welcome and to provide an environment where others feel special. She works towards the betterment of everything in hopes that it will benefit many, especially in her **concern for not only staff, but faculty, students, and colleagues in their respective units**. As an off-campus employee, she works toward providing a stellar Spartan Experience for all and regardless of distance, continues to make her mark on the campus community.

In talking with others about this nomination, they have reflected on Wendi as being “*bigger than a rockstar*”, an “*amazing person that motivates and uplifts people*”, and that “*anything she touches turns to gold*”. Wendi has such positive energy that is infectious in her cheerful demeanor. Beyond what individuals would consider to be ‘work’, she is equally as dedicated to being a mom of three active and athletic boys, attending most (if not all) activities, functions, and games. As a reflection of her parenting, they are all close and very well respected. In addition to being involved and engaged in their activities, she also holds positions as a parent school board member and a member of her church board.

In closing, I wish to simply reinforce all that has been explained above. Wendi has such respect for her peers and reflects **continuous diligence in attending to her daily responsibilities** as evidenced in her contributions within and beyond MSU’s borders. Wendi is always thinking to enhance the work environment and experience of others with inclusion and positivity at her core. Whatever she is involved in only gets better. She is positive, genuine, and enthusiastic and these qualities are infectious by nature. She fights and believes in people and I only hope to honor and uplift her as she has done for so many others. Simply put, **Wendi is an outstanding MSU clerical-technical employee!**

Thank you for your consideration!

Sincerely,



Christine Carter
Chief of Staff and WACSS Advisor

Attachments:

- CTU Nomination form
- D. Bandyopadhyay, Administrative Director/Specialist (supervisor)
- E. Howard recommendation, Administrative Assistant II/S (colleague)
- W. Westbrooks recommendation, Office Assistant III (colleague)
- G. Willyerd recommendation, Associate Dean (colleague)

June 26, 2017

CT Recognition Award Selection Committee
Human Resources Dept.
Michigan State University
1407 S. Harrison Road
East Lansing, MI 48823

Dear Selection Committee,

It is my pleasure to write this letter of support for Wendi Winston. I know Wendi for almost two years now as her supervisor at the MSUCOM's Detroit Medical Center (MSUCOM-DMC) site, where Wendi serves as the Library Assistant III. I joined MSUCOM-DMC about two years back as the Administrative Director, and as her supervisor, got to know Wendi really well over time. As a new team member, I immediately realized that Wendi was very approachable, honest and a great team player. In my interactions with her over the last two years, she solidified my initial assessments about her.

Wendi is compatible with everyone at the workplace, is always supportive and a great colleague. Wendi completes her day to day tasks with due diligence and keeps a positive attitude. Wendi utilizes her Master's degree in Library Science to effectively administer the Learning Resource Center (LRC), our site library. She manages and catalogues the books and publications and maintains the online database for the center. Several students take advantage of the LRC. Wendi is continuously supportive to the students, listening to their concerns, helping them wholeheartedly but at the same time not hesitant to holding them accountable when their behavior is irresponsible and out of line. This shows Wendi's high sense of right and wrong and ethical judgement. Wendi also helps the faculty by performing library searches as needed. Wendi shows authority, leadership and independence in her daily work, is very knowledgeable and has a professional approach. Wendi recurrently hires, trains and supervises the library aides for the site. Wendi is always eager to volunteer in site events like orientation, and open houses and takes utmost care to complete her responsibilities. Wendi frequently speaks up about innovative ideas in staff meetings; she is very enthusiastic about new projects, while at the same time critically thinking about all situations and projects and providing sound feedback. I often rely on Wendi to be my "voice of reason" during important decision making in staff meetings.

Wendi shows genuine concern about her colleagues and their well-being. Wendi is very dedicated to her work and the people she works with. She is often seen advising the MSUCOM-DMC staff as the site CT Union representative. Over time, Wendi has fostered important relationships with other library professionals in the Detroit metropolitan area. Wendi holds professional affiliations in the American Library Association, Michigan Library Association and the Metropolitan Detroit Medical Library Group. Wendi is always looking for additional opportunities, on and off campus. After joining MSUCOM-DMC, I had expressed my interest in the site staff and students to be more involved in the community. Wendi showed her usual

enthusiasm and took responsibility of spearheading this initiative. Last fall, Wendi organized a community service event for our site where thirty employees: faculty, staff, students and administrators, packed food in a food bank. Wendi is initiating a similar event in the summer. Wendi is also thoroughly involved with MSU as a whole and often travels to East Lansing for her work with the Women's Advisory Committee for Support Staff (WACSS) and as the CT Union representative. In my occasional discussions with Wendi, I have found her to be very passionate about women's issues. She works hard to be a voice for women and for underdogs.

Overall, in my interactions with Wendi as her supervisor and colleague, I have found her to be a very honest and hardworking professional with highest moral and ethical standards. Wendi is a very valuable employee with an uplifting attitude with which she strives to constantly improve her surroundings. Wendi Winston has my highest recommendation for the 2017 Gliozzo Clerical-Technical Recognition Award.

Sincerely,

Debalina Bandyopadhyay, Ph.D.
Administrative Director/Academic Specialist
MSUCOM-DMC

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June 23, 2017

CT Recognition Award Selection Committee
Human Resources Dept.
Michigan State University
East Lansing, MI 48823

Dear Selection Committee Members:

It is my pleasure to write a letter of recommendation for Wendi Winston for the 2017 Gliozzo Clerical-Technical Recognition Award. I have worked with Wendi for the past eight years, and throughout those years, she has assisted in organizing events for our campus - Michigan State University COM – DMC. Wendi assisted in organizing volunteering/community service events and worked with the students, staff, and faculty to organize fundraisers and community service events.

Wendi is a natural leader and has always demonstrated professional sound judgment, as well as moral and ethical standards. She has always provided clear directions of the company's needs. When there was a need for someone to step up and work as a Peer Mentor with the students, Wendi kindly volunteered her time, ensuring that they were trained and understood the needs of the incoming class. She is very diligent in performing all of her duties and has always maintains a positive attitude.

No matter how busy, Mrs. Winston is always able to stop what she is doing and handle with care and poise any question or problem addressed to her by a student, staff, or faculty. Wendi is an excellent employee and I highly recommend her for the 2017 Gliozzo Clerical-Technical Recognition Award.

Sincerely,

Eboney C. Howard, CHRS
Administrative Assistant II/S



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MICHIGAN STATE
UNIVERSITY

June 23, 2017

Christine Carter
Administrative Services
426 Auditorium Road, Room 412
East Lansing, MI 48823

Greetings,

Subject: Nomination for Gliozzo Clerical-Technical Award Nominations
for Wendi Winston

I am pleased to place a letter of support for your consideration, for the nomination of Wendi Winston, for the 15 year anniversary of the Gliozzo Award.

I have known and had the opportunity of working with Wendi for four years. Wendi is a dedicated and committed staff member at the Detroit Medical Center campus of MSU College of Osteopathic Medicine. Wendi's primary role is the Library Aide where she is responsible for managing and staffing the Learning Resource Center.



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Wendi is a member of the Metropolitan Detroit Medical Library Group and serves on the Shiffman Medical Library Outreach Advisory Council. Her experience allows her to support our students and faculty in interpreting information in the MSU online library. We have a diverse population at the DMC campus of the College of Osteopathic Medicine. Many of our students and faculty are Canadian and have international status. Wherever she can, Wendi assists with any questions or concerns they may have, or directions they may need. Wendi's commitment is not limited to her role as the Library Aide.

Wendi ensures that our site is aware of forums in the local community and in the East Lansing area that benefit our team of students, staff and faculty. Wendi leads our team in its goal to help the underserved community in the metropolitan Detroit area. As a result, the DMC site now performs community service outreach twice a year.

In addition to assisting academically, Wendi assists staff with professional concerns. She is a member of the C-T Union, and also the Union Representative for the DMC site. Currently, Wendi serves as the secretary of the WACSS

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Executive Committee, and was Chair of the 2016 Spring Forum. We at the MSUCOM DMC campus are very proud of her representation and leadership.

I feel no one is more deserving of the Gliozzo Clerical-Technical Award than Wendi Winston. She is more than deserving of this recognition.

Sincerely,

Wendy Westbrook

Wendy Westbrook
Office Assistant III

MICHIGAN STATE UNIVERSITY

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CT Recognition Award Selection Committee
Human Resources Dept.
Michigan State University
1407 S. Harrison Road
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Dear Selection Committee:

I am writing this letter to give my highest recommendation for Wendi Winston. I know Wendi through her work as the Library Assistant III for MSUCOM-DMC. Wendi has been working for MSUCOM-DMC since we opened our site in June, 2009. In this capacity she provides detailed information about our Learning Resource Center and assistance to our medical students in an automated environment. She brought to her position an intellectual rigor and emotional depth that has added greatly to our team.

When MSUCOM-DMC opened I sought to employ individuals that had the initiative and skill set to make their area function effectively. Wendi stepped up to the challenge and exceeded my expectations for the Learning Resources Center. Within a few months of our opening Wendi had successfully established the Learning Resource Center with minimal supervision. She has also forged helpful community partnerships with other library professionals in the metropolitan Detroit area; took responsibility for selecting, training and overseeing the daily work of the Library Aides she supervises; and utilized her Master's degree in Library and Information Science to create a cataloguing and online database for the Learning Resource Center.

Wendi has a winning attitude, embraces challenges and encourages collaboration. The phrase "team player" is often overused, but Wendi is truly that. Co-workers view her as a leader due to her professional demeanor, knowledge, insights, and helpfulness. Wendi always volunteers to work with the rest of my team on our site's special events, frequently offers innovative ideas and takes ownership to follow them through to completion.

Wendi keeps the best interests of the students and faculty in mind, and obtains resources to best assist them. She has particularly strong conflict-resolution skills, as well as respect for diverse ideas and a



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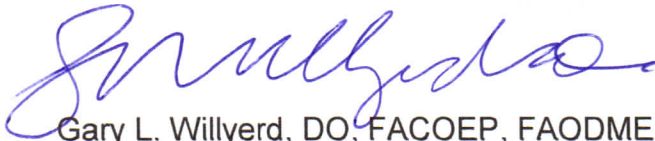
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willingness to recognize the achievements of others. As a result, Wendi was elected by her co-workers to represent our site at the CT Union table.

Wendi Winston is an excellent employee. Her interpersonal skills are among her best assets. She has a dynamic demeanor and a willingness to help anyone anytime she can; these attributes make it a pleasure to have her around. Therefore, I am highly recommending Wendi Winston for the 2017 Gliozzo Clerical-Technical Recognition Award.

Sincerely,



Gary L. Willyerd, DO, FACOEP, FAODME
Associate Dean