



CONNIE SKERSTON MEMORIAL AWARD FOR SUPPORT STAFF DISTINGUISHED SERVICE

2026 Nomination Form

Nominee's Name: Danielle Bell

Nominee's Department/Job title: Student Services / Administrative Assistant III

Nominator: Jon Hubbell

NOMINATION CRITERION: An IVCC employee may nominate only one support staff person for the award. In the boxes below, use the criteria to supply statements that provide ***specific examples that are distinctive to the nominee and that are in direct correlation*** to the nominee's work performance, interpersonal characteristics, and their overall commitment to IVCC. All support staff employees who were employed by IVCC during the preceding calendar year will be eligible to receive the award. Once an individual has won the award, they will not be eligible for nomination for three years.

WORK PERFORMANCE:

Criteria examples may include (but are not limited to) quality/pride of work, team participation, positive movement toward goals, and/or initiative.

Service excellence demonstrated during daily work hours

Danielle Bell consistently demonstrates exceptional service excellence in her daily work. Her responsiveness, accuracy, and strong understanding of IVCC's systems make her an invaluable resource across Student Services and the wider campus. Danielle has assisted me many times with budget questions related to the Criminal Justice Association, and she always provides clear and patient guidance on forms and processes. She approaches every request with professionalism, positivity, and a genuine desire to support the success of others. Her dependable and timely assistance allows faculty and staff to perform their roles with greater confidence and efficiency.

Projection of teamwork, attitude and participation

Danielle is the definition of a collaborative team member. Her positive attitude creates a welcoming and supportive environment for anyone who interacts with Student Services. She has helped me reserve rooms for campus events and even volunteered her personal

time to help run those events. These actions were well beyond her expected responsibilities and showed her strong commitment to the college community. Danielle treats everyone with kindness and respect and consistently looks for ways to contribute. Her supportive presence and willingness to participate in campus initiatives strengthen the sense of teamwork and trust at IVCC.

INTERPERSONAL CHARACTERISTICS:

Criteria examples may include (but are not limited to) pleasant personality, positive attitude toward work and co-workers, overall good character, dependability, and/or cooperative disposition.

Commitment toward excellence

Danielle demonstrates a strong commitment to excellence in every aspect of her work. She takes pride in getting things right the first time and is never hesitant to ask questions or seek clarification when accuracy is essential. Her attention to detail and her willingness to double-check information ensure that processes are completed correctly and efficiently. When I had questions about the procedures for arranging a prison tour, Danielle provided clear and thorough guidance that helped me move forward with confidence. Her dedication to high standards is evident in the quality of her work and in the trust that others place in her expertise.

Contribution to raising staff morale

Danielle contributes significantly to the morale of those around her. She brings a positive and encouraging presence to every interaction, and her genuine kindness has a noticeable impact on the people she works with. I consistently feel better and more supported after speaking with her. She listens, provides reassurance, and offers help without hesitation. Danielle creates an atmosphere where staff feel valued and respected, and her uplifting attitude strengthens the overall sense of community within Student Services and across IVCC.

LOYALTY, RESPECT AND COMMITMENT TO IVCC:

Criteria examples may include (but are not limited to) loyalty to the college and/or the community, respect for the college and its people, commitment to the college mission statement, and/or being an ambassador for the college in their personal activities.

Notable contributions to the nominee's department, IVCC and/or the community

Danielle has made many meaningful contributions to her department and to IVCC as a whole. She has supported my program in a wide range of ways. These tasks have included assisting with printing needs, helping troubleshoot technology issues, and offering her

time to help run a Criminal Justice Association event. Her support has allowed our program to operate smoothly and serve students more effectively. Danielle also strengthens IVCC's connection to the broader community. Her husband is a police officer, and she generously offered to arrange a K9 demonstration for our students.

Notable awards/recognition on or off-campus (*Spirit awards, Certificate of Leadership completion, degree completion, etc.*)

Danielle has been recognized for her excellence and dedication both on and off campus. She previously received a Spirit Award, which reflects her positive energy, supportive attitude, and consistent impact on the IVCC community. She also completed her associate's degree, and she is currently working toward completing her bachelor's degree. This ongoing commitment to her education demonstrates her motivation, her perseverance, and her desire to continue growing both personally and professionally. Her achievements highlight the same qualities she brings to her work every day.

OTHER:

Criteria examples may include any additional information that would support the nomination.

I fully support Danielle Bell's nomination for the Connie Skerston Memorial Award. Her professionalism, positive attitude, and dedication to the IVCC community make her an outstanding candidate. I am grateful for the many ways she has supported me and my program, and I believe she exemplifies the qualities this award is meant to honor.