



**Steven B. Sample**

President, and  
Robert C. Packard  
Professor

January 23, 2008

Dear USC Campus Community Member:

All members of the USC community are invited to submit nominations for the President's Award for Staff Achievement, which will be presented on April 22 at the 2008 Staff Recognition Luncheon. This award is presented annually to a current, full-time member of the staff who has made outstanding contributions to the enhancement of USC. The honor carries with it a \$2,000 award.

Nominations should be sent to Michele White, project specialist, at CUB Second Floor, MC 0704. The deadline for submission is February 29, 2008. The President's Award for Staff Achievement nominations will be reviewed by an advisory committee, which will submit a short list of nominees to me for final selection.

Sincerely,

A handwritten signature in blue ink that reads "Steven B. Sample". The signature is written in a cursive style.

Steven B. Sample  
President