

Years of Service Awards

Policy Statement

Years of service awards are presented annually to regular full-time, pro rata, and regular part-time employees for cumulative years of service. Commemorative gifts are presented every five years beginning with the tenth year of service.

Faculty members and administrators are recognized every five years starting with the fifth year after having been inducted in the Order Cor Mariae-Pro Fide et Cultura.

All employees are recognized every five years beginning with the fifth year of employment.

Related Policies

Order Cor Mariae - Pro Fide et Cultura
Employment Classifications
Sister Theresa Maxis Medal

History of the Policy

04/29/1987 - Established and announced in the President's Memo
07/01/1991 - Reaffirmed with publication of the Personnel Manual 5.19
07/01/1993 - Reaffirmed with publication of the Personnel Manual 5.19
07/01/1995 - Reaffirmed with publication of the Personnel Manual 5.19
07/01/1998 - Reaffirmed with publication of the Personnel Manual 5.22
07/01/2000 – Reaffirmed with publication of the Personnel Manual
07/01/2002 – Reaffirmed with publication of the Personnel Manual 5.23
07/01/2003 – Reaffirmed with publication of the Personnel Manual 5.23
07/01/2004 – Reaffirmed with publication of the Personnel Manual 5.23
12/17/2004 – Revision approved by the President of the University, as recommended by the Policy Committee of the University, to include regular part-time employees and to remove reference to the Theresa Maxis Medal, which would be a policy in its own right.
10/06/2017 - Revision to clarify the presentation of commemorative gifts was approved by the President of the University as recommended by the Executive Committee of Policy.

MARYWOOD UNIVERSITY
POLICIES AND PROCEDURES MANUAL

Mary Theresa Gardier Paterson, Esquire
Secretary of the University and General Counsel