

Dear APAC,

I would like to nominate Sara Rauch for the AP Contribution Award. Sara is one of the most respected employees on the Vancouver campus. Sara has tremendous knowledge with all things payroll and has been instrumental with our transition to Workday. Sara is a Workday Super User and has done a tremendous job in learning the Workday processes and educating the rest of the campus on all things related to time and leave and payroll. Sara helps facilitate a weekly campus-wide Workday meeting, where our community can share tips and learn from each other. These weekly meetings have been invaluable. They have considerably helped with our understanding of Workday and have strengthened our connections as a community.

Sara's knowledge and skills have grown considerably over the last five years. She is incredibly efficient and has taken on additional job duties during this time. She is one of those employees who is successful in no matter what job duty you assign her. Despite being incredibly busy, Sara will always find a way to promptly address and answer your questions. Sara is a great coworker and one of the most positive people I've ever had the pleasure of working with.

Thank you for considering her for this award.

Sincerely,

Tim Wood  
Admin Manager, Nursing

2021 Administrative Professional Contribution Award  
Nomination of Sara Rauch

I enthusiastically nominate Sara Rauch for the AP Contribution Award. Sara has been incredibly valuable to the WSU Vancouver community. Her expertise in budget and payroll matters is amazing. In my role as academic manager for the WSUV College of Education, I have called on her for help so many times over the years. She is always responsive, able to answer my questions, and will do what it takes to resolve issues. I am repeatedly impressed with Sara's conscientiousness and her ability to problem solve. Sara maintains an ever pleasant, caring demeanor, even when responding to a very frustrated colleague.

During the transition to Workday, Sara has gone above and beyond to help administrative managers like myself adapt to the new system, as well as others on campus who have struggled to learn the new processes and procedures. She set up regular zoom sessions to meet with our group, sharing her screen to walk us through the steps involved to create positions, set up adjunct positions, assign costing allocations, run payroll reports, and so on. Workday was a huge challenge for us and without Sara's knowledge and guidance, I don't think I would even begin to feel as competent with Workday as I do today. The zoom sessions Sara led were so much more useful than the twenty-plus instructor-led training sessions I attended or the many reference guides I read. Working at home through the pandemic did not alter Sara's availability or her commitment to getting us all up-to-speed.

In April 2021, Terresa Watson, the Area Finance/Administrative Officer for WSU Vancouver will retire. Knowing that Sara will be here relieves a great deal of anxiety about Terresa's impending departure because we know we can depend on Sara for our Workday and budget-related concerns.

Sara Rauch is in every way an outstanding employee. I encourage you to consider her as a recipient of this award. She is so worthy of this recognition.

Sincerely,

*Debra Barnett*

Debra Barnett, Administrative Manager  
WSU Vancouver College of Education