

Dear Committee Members:

I am honored and humbled to be nominated for this award by my coworkers and friends.

Loyalty to Louisiana Tech University runs deep within me. I graduated from Tech in 1978, married and returned to Ruston in 1980. I have worked for this great institution for almost 39 years: first in the Admissions Office then at the Marbury Alumni Center where I have been for almost 33 years. My husband has three degrees from Tech and so does my older son. My younger son and his wife are also Tech graduates, and I am most certain my four grandchildren will be as well. We have season tickets to multiple sports and rarely miss a game.

My office is the first one in Marbury Alumni Center where I greet visitors daily. I am on the phone constantly to alumni and friends to help answer any questions they may have or take reservations for an event. I am also the Marbury Alumni Center office manager and make sure the building is ready to receive our alumni and friends. In addition, I order all supplies, do the work orders, handle the time sheets for the staff and students, retrieve pay stubs for the staff and students.

I love working for the Alumni Association. Everyday is different. One day I might be working the phones to register alumni and friends for an event. The next I could be attending the event to welcome everyone and give them their nametags. For each event I could be preparing nametags, taking payments, preparing lists, and purchasing supplies for the event. Homecoming is my favorite event. I love seeing everyone come back to Tech. Some haven't been back in 50 years. I love hearing their stories and sharing their memories with classmates.

I am always talking "Tech" to anyone who will listen. In my off time, I volunteer with the Tip-Off Club (women's basketball support club) as Secretary/Treasurer and help coordinate their events. Even while on vacation I run into other Tech graduates.

Listed below are some of the many tasks I am assigned. All of them are focused on connecting alumni and friends to Louisiana Tech.

Dues:	Dues mail-out each month— prepare query, print letters, log money, check addresses, print membership cards, have lifetime memberships cards engraved
New Grads:	Prepare packets for the new graduates that consist of brick replica information and a decal After the imports of the new graduates, verify addresses, add degree information to already existing records (master's etc) This is done four times a year
Raiser's Edge Database	Changing addresses constantly Always researching addresses for "lost" alumni Always doing "clean up" – missing degree information, birthdays, changing addressee codes, etc.

Events	<ul style="list-style-type: none"> Prepare the query for the upcoming event Print the post card, letter, etc. Help label the post card, letter, etc. Receive the RSVP either by phone call, mail or on-line Enter the response on Excel Log the money Mail tickets if necessary Gather the necessary decorations Prepare list Print programs (if necessary) Arrange for change (if necessary) Attend the event where I assist in decorating, check-in, collecting money, selling merchandise, clean up
Homecoming	<ul style="list-style-type: none"> Once the Homecoming date has been set, mail a post card to the class being honored with the date Mail a post card to the Golden Society Reunion group During the summer, mail a brochure with more detailed information of the events, if needed, mail another brochure for those that haven't responded Mail invitations to the Alumni Awards Take the reservations for each of the events Prepare name tags for each event Print programs for each event Print 50, 60 or 70-year certificates Order plaques for the College's display wall Attend each event
Board meetings	<ul style="list-style-type: none"> Send a "save the date" email Prepare the packets for the Board Meeting Take minutes at the Executive Committee Meeting Take minutes at the Board Meeting Mail or email the minutes to the Board members that didn't attend Board meetings are two or three times a year



UNIVERSITY ADVANCEMENT

April 24, 2018

University Senate
Staff Subcommittee
Louisiana Tech University

Loyalty, one of the Tenets of Tech, is a core value of our University and the Tech Family. When I received the request for nominations for the University Senate Loyalty Award, I immediately thought of one person – Barbara Swart. For nearly eight years, I have had the pleasure of working with Barbara and witnessing her loyalty firsthand.

Barbara has been employed at Louisiana Tech University for thirty-nine years and has been with the Division of University Advancement for thirty-two. A tenure of that length is a testament to her loyalty in and of itself, and her loyalty seems to only grow stronger.

As an employee, Barbara faithfully completes any task she is assigned while embracing new ideas and offering input influenced by her long history at Louisiana Tech. She is passionate about the University's alumni and maintaining their ties back to their alma mater. She has been instrumental in establishing new traditions that strengthen students' bonds to Louisiana Tech during their time on campus, helping to create a lifetime of loyalty and support. After working a full day, Barbara is the first person to volunteer her evenings or weekends to staff an event.

An avid Louisiana Tech Athletics fan, Barbara holds season tickets to multiple sports and rarely misses a game. She has also served for many years as a member of the Tip Off Club, an organization whose members give their time and resources to generate support for the Lady Techsters women's basketball program, further enriching the student-athlete experience.

Unrelated to her job, Barbara is a fiercely loyal friend. Her door is always open, and her office seems to constantly have a faculty or staff member, student, or alumnus occupying its chairs. She is also a proud grandmother to four grandchildren and is already instilling within them a love for Louisiana Tech University.

I consider Barbara the embodiment of the Loyalty Tenet, and it is my honor to nominate her for this award.

Sincerely,

Scott Smith
Senior Director of Advancement Operations
Division of University Advancement
Louisiana Tech University

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

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May 1, 2019

Dear Committee Members:

More than thirty years ago I had the pleasure to work with Barbara Swart in the Admissions Office. I was a student worker at Louisiana Tech, and Barbara had just been on staff at Tech for a couple of years. She was obviously committed to making every student, family, administrator, faculty member, and staff member have the best possible experience.

Through her later work with University Advancement and the Alumni Association, I got to reconnect with Barbara as I served on the Alumni Association Board of Directors and when I attended Tech's in Town in Baton Rouge. She always made sure that every alumnus, alumna, and guest was treated like family.

Imagine my joy when I came to work at my alma mater just five years ago to have Barbara as a colleague! For the last three years, we have worked very closely together, and I have found that what I always suspected about Barbara Swart is absolutely true. There is no one I have ever met who is more loyal to Louisiana Tech University than Barbara Swart. She embodies our Loyalty Tenet. She is a true friend who is caring and compassionate. She goes above and beyond what is required or expected as a staff team member, as an alumna, as a parent of Tech graduates, as a spouse of a Tech faculty member, as a grandmother of future Bulldogs, and as a supporter of the university. She volunteers, attends sporting events as a season ticket holder for multiple sports, works late and early and on weekends. She strives to ensure that our alumni are connected, and she fosters that same sense of loyalty in all of them.

Barbara is EVER LOYAL. It is my honor to support her nomination to receive the Loyalty Award.

Ever loyal,

A handwritten signature in blue ink that reads 'Michele'.

Michele Robinson
Executive Director of Alumni Engagement and Regional Development



LOUISIANA TECH UNIVERSITY

OFFICE OF THE PRESIDENT

May 2, 2019

Louisiana Tech University
University Senate Awards Committee

Dear Awards Committee,

Loyalty – “giving or showing firm and consistent support or allegiance to a person or institution.”

Barbara Swart’s picture should popup when you Google the definition of loyalty. I have known Barbara for almost 20 years and there has not be a day that has gone by where she was not supporting our University. Louisiana Tech is her life and she is always helping to make it a better place for current and future generations.

When I began my career at the Alumni Association, as a Graduate Assistant, Barbara took me under her wing and made sure to teach me all aspects of the organization. She made me feel like part of the team from day one. Her encouragement and motherly love was shared with all of the students that worked at the Alumni Center. I was truly blessed to have her as my “mother” in those early days of my career. Little did we know, this would be the beginning of a relationship that would one day lead to me being her supervisor. Barbara’s investment in others has made our university a better place.

Working with her as a co-worker then as her supervisor, she taught me what loyalty meant. The way she lived her life and conducted herself on a daily basis taught me so much about how to live my life and serve my University. Barbara has developed relationships with so many of our alums that have led to them becoming more loyal to their alma mater. So it is not just about her being loyal; she encourages others to be loyal.

Over the last 33 years of her career at Tech there is no telling how many lives she has touch and how many relationships she has developed always sharing her Tech stories and encouraging others to be active and contributing members of the Tech Family. She is LOYAL through and through.

There are many people on our campus that are loyal to Louisiana Tech, however I believe Barbara would be one of the most loyal that I know and she is most deserving of this award.

Sincerely,

Ryan W. Richard
Coordinator of Planning and Advancement

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