# AWARD CRITERIA & NOMINATION INSTRUCTIONS

## Purpose

To recognize and encourage individual Western Region AAAE members for outstanding service to the field of international agricultural education.

## Eligibility

* The award is open to AAAE members associated with the Western Region. Texas and Oklahoma AAAE members may be nominated for Western Region awards if they attend meetings regularly and do not apply for the same award in the Southern Region.
* The nominee been an agricultural educator at least three full years prior to the award date.
* The nominee has not received this award in the Western Region during the previous five years.
* The nominee is the only individual nominated from their department this year.
* The nominee has been a reasonably continuous dues-paying member of AAAE during his/her time of service as an agricultural educator.

## Nomination and Selection Procedures

1. Nominations may be made by a colleague of the nominee. Self-nominations are also acceptable.
2. Nominations must be saved as one PDF document and electronically submitted to the AAAE Award Submission Site (<http://www.agedweb.org/AAAE/awards/>).
3. Past recipients will review applications and select the award recipient(s).

## Criteria for Selection

1. Involvement and experience in global programs that advance the profession.
2. Short and long term programs conducted in teaching, research, and extension in international education.
3. Creative/scholarly works such as bulletins, periodicals, etc., that contribute to international education.
4. Leadership and administrative activities relating to global education in agriculture.
5. Exemplary service to international organizations at the community and college/university levels.

Other Evaluation Considerations

1. Distinguished the profession (professionalism).
2. Distinguished himself/herself.
3. Activities conducted, promoted and/or involved in that have advanced the goals and objectives of agricultural education.

## Nomination Materials

Nomination packets must include and shall be limited to:

* Cover sheet.
* Nomination letter (limited to 3 single-spaced typewritten pages).
* Nominee’s curriculum vitae.

## Score Sheet

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| CRITERIA | 1  SUPERIOR | 2  EXCELLENT | 3  AVERAGE | 4  GOOD |
| Involvement and experience in global programs that advance the profession. |  |  |  |  |
| Short and long term programs conducted in teaching, research, and extension in international education. |  |  |  |  |
| Creative/scholarly works such as bulletins, periodicals, etc., that contribute to international education. |  |  |  |  |
| Leadership and administrative activities relating to global education in agriculture. |  |  |  |  |
| Exemplary service to international organizations at the community and college/university levels. |  |  |  |  |
| Distinguished the profession (professionalism). |  |  |  |  |
| Distinguished himself/herself. |  |  |  |  |
| Activities conducted, promoted and/or involved in that have advanced the goals and objectives of agricultural education. |  |  |  |  |
| TOTAL |  |  |  |  |

# COVER SHEET

|  |  |  |
| --- | --- | --- |
| Name of Nominee: |  | |
| Institution: |  | |
| Title: |  | |
| Professional Employment Record: | | |
| Degrees Held: | | |
| Nomination Submitted by: | |  |
| Contact information for nominator: | |  |

**Nomination materials** (cover sheet, nomination letter, and the nominee’s curriculum vitae) **should be saved as one PDF document and electronically submitted to the AAAE Award Submission Site (**[**http://www.agedweb.org/AAAE/awards/**](http://www.agedweb.org/AAAE/awards/)**) no later than July 23rd.**

If you have any questions or concerns, please feel free to contact the Western Region President-elect.

NOTE: The following pages may be used as section dividers.

# Nomination Letter

# Curriculum Vitae