# AWARD CRITERIA & NOMINATION INSTRUCTIONS

## Purpose

The purpose of the Western Region AAAE Distinguished Agricultural Communications Educator Award is to recognize an individual AAAE member for outstanding accomplishments in teaching, research and/or extension in agricultural communications education broadly defined.

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 have not applied for the same award in the Southern Region.
* The nominee been an agricultural communications 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 must be an active member of the AAAE who has maintained reasonably continuous membership in the association.
* The nominee should have at least five years of experience teaching in higher education.

## Nomination and Selection Procedures

1. Nominations may be made by a colleague of the nominee. Self-nominations are also acceptable.
2. Nomination should be saved as one PDF document and electronically submitted using the following link (http://www.agedweb.org/AAAE/awards/)
3. Past recipients will review applications and select the award recipient(s).

## Criteria for Selection

1. Selection will be based on documentation of outstanding accomplishments as an agricultural communications educator.
2. Statement of agricultural communications education philosophy written by nominee, not to exceed three typewritten (12 point, Times font) double-spaced pages.
3. Evidence of excellence in agricultural communications education should include:
	1. Involvement and experience in agricultural communications education that advances the profession.
	2. Short and long term programs conducted in teaching, research, and extension in agricultural communications education.
	3. Creative/scholarly works such as bulletins, periodicals, etc., contributing to agricultural communications education.
	4. Leadership and administrative activities relating to agricultural communications education.
	5. Exemplary service to agricultural communications organizations at the community and college/university levels.

## Nomination Materials

Nomination packets must include and shall be limited to:

* Cover sheet (see next page).
* Nomination letter (limited to two, single spaced, typewritten pages).
* Agricultural communications philosophy
* Evidence of excellence in agricultural communications education (items a-e, listed above)
* Nominee’s curriculum vitae (limited to five pages).

## Score Sheet

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Criteria For Evaluation | 4Excellent | 3Above Average | 2Average | 1Below Average |
| Involvement and experience in agricultural communications that advance the profession. |  |  |  |  |
| Short and long term programs conducted in teaching, research, and extension in agricultural communications education. |  |  |  |  |
| Creative/scholarly works such as bulletins, periodicals, etc., contributing to agricultural communications education. |  |  |  |  |
| Leadership and administrative activities relating to agricultural communications education.  |  |  |  |  |
| Exemplary service to agricultural communications organizations at the community and college/university levels.  |  |  |  |  |
| Distinguished himself/herself in agricultural communications education.  |  |  |  |  |
| Activities conducted, promoted and/or involved in that have advanced the goals and objectives of agricultural communications 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, evidence of excellence, 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 15th.**

Please feel free to contact Erica Irlbeck (erica.irlbeck@ttu.edu) with any questions or concerns.

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

# Nomination Letter

# Agricultural Communications Philosophy

# Evidence of Excellence in Agricultural Communications Education

# Five Page Curriculum Vitae