# AWARD CRITERIA & NOMINATION INSTRUCTIONS

## Purpose

To recognize an individual AAAE member for outstanding accomplishments in teaching, research and/or extension in agricultural leadership 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 do not apply for the same award in the Southern Region.
* The nominee been an agricultural leadership 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.
* Nominees should have sustained a program of research for at least five years.

## 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. The nominee must be an active member of the AAAE who has maintained continuous membership in the association.
2. Selection will be based on documentation of outstanding accomplishments as an agricultural leadership educator.
3. Statement of agricultural leadership education philosophy written by nominee, not to exceed three typewritten (12 point, Times font) double-spaced pages.
4. Evidence of excellence in agricultural leadership education should include:

* Involvement and experience in agricultural leadership education that advances the profession.
* Short and long term programs conducted in teaching, research, and extension in agricultural leadership education.
* Creative/scholarly works such as bulletins, periodicals, etc., contributing to agricultural leadership education.
* Leadership and administrative activities relating to agricultural leadership education.
* Exemplary service to agricultural leadership organizations at the community and college/university levels.

## Nomination Materials

Nomination packets must include and shall be limited to:

* Cover sheet.
* Nomination letter (limited to 2 single spaced typewritten pages).
* Statement of agricultural leadership education philosophy, limited to three pages total.
* Evidence of excellence in agricultural leadership education (items from #4 above), limited to five pages total.
* Nominee’s curriculum vitae, limited to five pages total.

## Score Sheet

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Criteria | 4  Excellent | 3  Above Average | 2  Average | 1  Below Average |
| Involvement and experience in agricultural leadership that advance the profession. |  |  |  |  |
| Short and long term programs conducted in teaching, research, and extension in agricultural leadership education. |  |  |  |  |
| Creative/scholarly works such as bulletins, periodicals, etc., contributing to agricultural leadership education. |  |  |  |  |
| Leadership and administrative activities relating to agricultural leadership education. |  |  |  |  |
| Exemplary service to agricultural leadership organizations at the community and college/university levels. |  |  |  |  |
| 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, candidate’s statement, two supporting letters, 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

# Candidate’s Agricultural Leadership Philosophy

# Evidence of Excellence in Agricultural Leadership Education

# Five Page Curriculum Vitae