



## AAAE FELLOW AND SENIOR FELLOW NOMINATION

### INFORMATION AND GUIDELINES

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#### **Purpose:**

**Levels:** Two levels of fellowship in the American Association for Agricultural Education were approved at the annual meeting of AAAE in December, 2008: Fellow and Senior Fellow.

No more than a total of four new Fellows and/or Senior Fellows may be elected in a calendar year. Persons previously elected as Fellows and advancing to the rank of Senior Fellow are not considered in this limit.

**Fellow:** The purpose of the Fellow award is to recognize those members of the association who have made exceptional contributions to and impacts on the profession and AAAE, who have no less than 10 years and no more than 20 years of active service at the university level, and who show great promise for continued contributions and impact. Fellows automatically become Senior Fellows when they complete the 20<sup>th</sup> year of active service at the university level.

**Senior Fellow:** The purpose of the Senior Fellow award is to recognize those members of the association who have made exceptional and sustained contributions to the profession and AAAE, who have more than 20 years of active service at the university level.

#### **Nomination Packet:**

**Title:** Entitle the document, either:

**Nomination of \_\_\_\_\_ for election to Fellow in the American Association  
for Agricultural Education**

or

**Nomination of \_\_\_\_\_ for election to Senior Fellow in the American  
Association for Agricultural Education**

**Nominee:** Include the name, mailing address (with zip code), and telephone number (with area code), and email of the nominee.

**Nominator:** Include the nominator's typewritten name, signature, mailing address (with zip code), and telephone number (with area code), email, and the date.

## **Basis of Nomination:**

- I. Academic Information** (0 points).
  - A. *Degrees Received*. Give field, date, and institution for each degree.
  - B. *Professional Positions Held*. Give years, organizations, and locations.
  - C. *Membership in Honorary Academic Societies*.
  - D. Membership in Professional Societies/Organizations.
  
- II. Involvement in and Service to AAAE** (25 points maximum.)

Individuals nominated as Fellows or Senior Fellows of the American Association for Agricultural Education must provide evidence of sustained involvement, service, and/or leadership to the Association.

  - A. *Appointed Positions*
  - B. *Elected Positions*
  - C. *Editorial and Peer Review Activities*
  - D. *Other Evidence of Active and Sustained Involvement in AAAE*
  
- III. Professional Achievements and Impact in Agricultural Education** (40 points maximum).

Describe achievements and impact only in the areas listed below in which the nominee has made significant contributions. Indicate the percent of time spent in, or the percent weight you want the evaluators to assign to each area of the activities on which the nomination is based. Assigning a "0" weight to one or more of them will not weaken your nomination. Percentages should total 100.

  - A. *Teaching/Extension/Industry Education*. Achievements and impact in (1) communicating ideas clearly, (2) influencing attitudes or motivating favorable action, to a significant degree, with students or clients. Evaluate the quality and effectiveness of publications supporting the nominee's performance.
  - B. *Scholarly contributions*. Evaluate significance and originality of basic and applied research contributions and evidence of creative reasoning and skill in conducting research. Evaluate quality, effectiveness, and impact of research publications.
  - C. *Professional Service*. (Significant service to the profession in universities, foundations, associations, commercial organizations, communities, etc. Professional service to organizations or societies sharing objectives complimentary to AAAE in its broadest sense should be included here.
  - D. *Leadership*. Evidence of creative and effective leadership and impact within the profession, allied associations, or administrative activities (in or out of the US).
  
- IV. Honors and awards received since baccalaureate degree.** (Do not include service functions in honorary organizations). (15 points maximum).
  
- V. Summary** (20 points maximum).
  - A. *Professional publications*. On one page or less, give the total number (not the titles) of professional publications in each of the following categories: (a) books written, (b) books or other publications edited; (c) chapters of books written; (d) technical papers; (e) non-technical papers; (f) patents; (g) invited lecturers, seminars, or symposia presentations; and (h) other related oral, written, visual presentations, or products. On a second page, list only the twelve (12) most significant publications, patents, and presentations, or products in literature citation form.

- B. *Nominator's support letter.* Summarize in one page or less, the most significant personal and professional achievements which you believe qualify the nominee for election to Fellowship in the AAAE. Address this letter to the Fellows Awards Coordinator.
- C. *Supporting letters.* A maximum of three (3) supporting letters, of one page each in length, will be considered. It is important to keep letters to one page in length. Supporting letters are solicited by, and addressed to, the nominator. Members of the AAAE Executive committee are not eligible to write supporting letters.

### **Submitting the Nomination:**

Nomination Packet and all supporting materials should be saved as a single pdf file and electronically submitted via email no later than March 1<sup>st</sup> of each year to the Chair of the AAAE Fellows Selection Committee. For 2023, send to:

Dr. Timothy Murphy  
Timothy.murphy@ag.tamu.edu

The Nomination packet shall be limited to three typewritten pages. The Nominator's support letter and other supporting letters are not included in the three-page limit.

### **Fellows Selection Committee**

Members of the Fellows Selection Committee will consist of seven members of the AAAE Academy of Fellows. Six members of the committee shall be elected from among all active Fellows and Senior Fellows during the annual meeting of the Academy of Fellows. The chair of the AAAE Fellows Committee will serve as a voting member and chair of the Fellows Selection committee. Members of the Fellows Selection committee are not eligible to nominate or to write letters of support for prospective Fellows or Senior Fellows.

### **Processing of Nominations**

Upon conclusion of its evaluation, the Fellows Selection Committee forwards its recommendations to the AAAE Executive Committee. The Executive Committee makes the final selection of AAAE Fellows and Senior Fellows on behalf of the AAAE membership.

Nomination materials will not be returned to nominators. Each nominator is encouraged to keep a file copy of the nomination since it may be resubmitted for consideration the following year (preferably after updating).