



GUIDELINES for AMERICAN PEANUT RESEARCH AND EDUCATION SOCIETY

FELLOW of the SOCIETY ELECTIONS

Fellows

Fellows are active members of the Society who have been nominated to receive the honor of fellowship by APRES active members. Fellows of the Society are recommended by the Fellows Committee and elected by the APRES Board of Directors. Up to three active members may be elected to Fellowship each year.

Eligibility of Nominators

Nominations may be made by an active member of the Society. A member may nominate only one person for election to fellowship in any one year.

Eligibility of Nominees

Nominees must be active members of the Society at the time of their nomination and must have been active members for a total of at least five (5) years. The nominee should have made outstanding contributions in an area of specialization whether in research, extension or administration and whether in public, commercial or private service activities. Members of the Fellows Committee are ineligible for nomination.

Nomination Procedures

Preparation

Careful preparation of the nomination for a distinguished colleague based principally on the candidate's record of service will assure a fair evaluation by a responsible panel. The assistance of the nominee in supplying accurate information is permissible. The documentation should be brief and devoid of repetition. The identification of the nominee's contributions is the most important part of the nomination. The relative weight of the categories of achievement and performance are given in the attached "Format."

Format

Organize the nomination in the order shown in the "Format for Fellow Nominations." The body of the nomination, excluding publications lists and supporting letters, should be no more than eight (8) pages.

Supporting letters

The nomination shall include a minimum of three supporting letters (maximum of five). Two of the three required letters must be from active members of the Society. The letters are solicited by, and are addressed to, the nominator, and should not be dated. Those writing supporting letters need not repeat factual information that will obviously be given by the nominator, but rather should evaluate the significance of the nominee's achievements.

Deadline

Nominations are to be submitted electronically to the committee chair by the date listed in the Call for Nominations on the APRES website (www.apresinc.com).

Basis of Evaluation

A maximum of 10 points is allotted to the nominee's personal achievements and recognition. A maximum of 50 points is allotted to the nominee's achievements in his or her primary area of activity, i.e., research, extension, service to industry, or administration. A maximum of 10 points is also allotted to the nominee's achievements in secondary areas of activity. A maximum of 30 points is allotted to the nominee's service to APRES and to the profession.

Processing of Nominations

The Fellows Committee shall evaluate the nominations, assign each nominee a score, and make recommendations regarding approval by June 1. The President of APRES shall mail the committee recommendations to the Board of Directors for election of Fellows, maximum of three (3), for that year. A simple majority of the Board of Directors must vote in favor of a nominee for election to fellowship. Persons elected to fellowship, and their nominators, are to be informed promptly. Unsuccessful nominations will be reconsidered the following year and nominators will be contacted and given the opportunity to provide a letter that updates the nomination. After the second year unsuccessful nominations will be reconsidered only following submission of a new, complete nomination package.

Recognition

Fellows shall receive a plaque at the annual business meeting of APRES. The Fellows Committee Chairman shall announce the elected Fellows and the President shall present each with a plaque. The members elected to Fellowship shall be recognized by publishing a brief biographical sketch of each, including a photograph and summary of accomplishments, in the APRES PROCEEDINGS. The brief biographical sketch is to be prepared by the Nominator.

Distribution of Guidelines

These guidelines and the format are to be published in the APRES PROCEEDINGS. Nominations should be solicited by an announcement published on the APRES website (www.apresinc.com).

Administrative Note:

Fellow of the Society nominees must be approved by the Board of Directors at its June BOD meeting. The nomination package of each nominees should be sent to the Board to assist in their review. A congratulatory letter is sent to newly elected Fellow(s) prior to the meeting so that they may have family members present at the Award Ceremony.

Amended July 2015



Format for

AMERICAN PEANUT RESEARCH AND EDUCATION SOCIETY FELLOW NOMINATIONS

TITLE:

"Nomination of _____ for Election to Fellowship by the American Peanut Research and Education Society."

NOMINEE:

Name, mailing address, and telephone number.

NOMINATOR:

Name, signature, mailing address, and telephone number.

BASIS OF NOMINATION:

Primary area: designate Research, Extension, Service to Industry, or Administration.

Secondary areas: designate contributions in areas other than the nominee's primary area of activity.

QUALIFICATIONS OF NOMINEE:

Complete parts I and III for all candidates and as many of II-A, -B, -C, and -D as are applicable.

I. Personal Achievements And Recognition (10 points)

- A. Degrees received: give field, date, and institution for each degree.
- B. Membership in professional and honorary academic societies.
- C. Honors and awards received since the baccalaureate degree.
- D. Employment: years, organizations and locations.

II. ACHIEVEMENT IN PRIMARY (50 POINTS) AND SECONDARY (10 POINTS) FIELDS OF ACTIVITY

A. Research

Significance and originality of basic and applied research contributions; scientific contribution to the peanut industry; evidence of excellence and creative reasoning and skill; number and quality of publications; quality and magnitude of editorial contributions. Attach a chronological list of publications.

B. Extension

Ability to (a) communicate ideas clearly, (b) influence client attitudes, and (c) motivate change in client action. Evaluate the quality, number and effectiveness of publications for the audience intended. Attach a chronological list of publications.



C. Service to Industry

Development or improvement of programs, practices, and products.
Evaluate the significance, originality and acceptance by the public.

D. Administration or Business

Evidence of creativeness, relevance, and effectiveness of administration of activities or business within or outside the USA.

III. SERVICE TO THE PROFESSION (30 Points)

A. Service to APRES including length, quality, and significance of service

1. List appointed positions.
2. List elected positions.
3. Briefly describe other service to the Society.

B. Service to the profession outside the Society including various administrative skills and public relations actions reflecting favorably upon the profession

1. Describe advancement in the science, practice and status of peanut research, education or extension, resulting from administrative skill and effort.
2. Describe initiation and execution of public relations activities promoting understanding and use of peanuts, peanut science and technology by various individuals and organized groups within and outside the USA.

EVALUATION:

Identify in this section, by brief reference to the appropriate materials in sections II and III, the combination of the contributions on which the nomination is based. Briefly note the relevance of key items explaining why the nominee is especially well qualified for fellowship.