

SURA 2008 Distinguished Friend of Science Award Nomination Process

Nomination and Selection:

The Development and Relations Committees will manage the SURA Awards Program. Specifically, they will solicit, screen and select the recipient for the award for presentation at the Board of Trustees meeting. The following guidelines will govern the nomination for the 2008 Distinguished Friend of Science Award process:

- (1) Only Board of Trustees and Council of Presidents members would be eligible to submit nominations (limited to 1 nomination per SURA member institution).
- (2) All nomination materials must be submitted in electronic form to award@sura.org.
- (3) A deadline for nominations is Friday, June 27, 2008 at 5:00 p.m. EDT.
- (4) Nomination should include:
 - A concise letter of nomination on the qualifications of the nominee from the trustee or president, which includes the contact information for the nominee;
 - A curriculum vitae or biographical sketch of the nominee.
- (5) The Committee may choose to consider nominations from the past two years as well as the current year – though each institution may nominate one Distinguished Friend of Science candidate per year.

Specific Committee Timeline:

- * June 5, 2008 – Announcement of nomination for Distinguished Friend of Science Award to Board of Trustees, via listserv and website
 - * June 27, 2008 – Deadline for receipt of nomination materials submitted electronically
 - * July 8, 2008 – Compilation of nomination materials available to Committee members via secure website
 - * July 22, 2008 – Ranking of nominees due to SURA office by Committee members (by numeric ranking; “1” for first choice; “2” for 2nd choice, etc.)
 - * Week of July 24 – Committee conference call meeting to discuss/confirm awardee selection followed by notification and arrangements for presentation
 - * November 6-7, 2007 – Presentation of Award at Board of Trustees meeting
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