

OUTSTANDING LARGE SECTION AWARD

Purpose - The Region 4 Outstanding Large Section Award will be awarded to one Section to recognize the excellent work of the Section in the past year. The total membership of a Large Section (including Students) shall be 501 or greater as of 31 December of the prior year.

Basis of selection

The following aspects and activities in the past year would be considered in selecting the Outstanding Large Section:

- Completed nomination form must be submitted. (See Below)
- Submission of financial, officers and meeting report must be submitted.
- Evidence of retention of members;
- New GOLD Affinity Group Formations;
- Active Student Branch activity such as student paper contest, recruitment of student members;
- Continuing Educational activities including conferences, technical activities, training courses;
- Contacts with section members including the number of Newsletter issues, email Newsletters, regular updates of Section, Chapters and Student Branches Web Page;
- Community projects/service that project positive visibility to IEEE; and
- Continuing support for Section/Chapter Activities.

No Section may receive two Region 4 Outstanding Section Awards within three years.

Selection Committee

The Region 4 Awards & Recognition Committee to review the nominations submitted by the Region Awards Chair and selects and endorses the recipient. The Region 4 Executive Committee will approve the recipient.

Award Instrument - A plaque will be awarded to the Region 4 Outstanding Large Section Recipient.

Presentation

The “Outstanding Large Section Award” shall consist of a plaque of professional quality. Presentation of the award shall be either at a Section or Regional meeting. The Region Executive Committee shall approve the specific location.

Return Submittal Package by April 30 to:

**John D. Johnson
400 19th Street
Moline, IL 61265
j.johnson@ieee.org**

**REGION 4 OUTSTANDING LARGE SECTION AWARD
NOMINATION FORM**

Large Section (≥ 501 members)

1. Section Name _____ Region _____
Current Section Chair _____

Documentation that must be provided:

- ___ Completed nomination form
- ___ Verification that the financial report of the Section has been submitted & approved by IEEE Operations Center
- ___ Verification that the current officer report has been submitted to Member & Geographic Activities Department
- ___ Verification that the meeting report has been submitted to Member & Geographic Activities Department

Evidence of:

- ___ New GOLD Affinity Group formations
- ___ Active Student Branch activity such as student paper contest, recruitment of student members, formation of new Student Branch or Student Branch Chapters
- ___ Continuing Educational activities including conferences, technical activities, training courses
- ___ Contacts with section members including the number of Newsletter issues, email Newsletters, regular updates of Section, Chapters and Student Branches Web Page
- ___ Community projects/service that promotes visibility to IEEE.
- ___ Continuing support for Section/Chapter Activities
- ___ Growth and or retention of members within the Section
- ___ Relations with Industry or other professional associations

2. List GOLD Affinity Groups formed within the Section

3. Describe how the Section has participated in Student Branch activities (i.e., student paper contest, recruitment of student members)

4. List Continuing Educational activities (i.e., conferences, technical activities, training courses)

5. Describe the methods of contact with section members (i.e., the number of Newsletter issues, email Newsletters, regular updates of Section, Chapters and Student Branches Web Page)

6. List community projects/service, which project positive visibility to IEEE

7. Describe how the Section has provided continuing support for Section/Chapter Activities

8. Has the Section formed any new Chapters during the year, especially where there are a significant number of Society members (over 100) who reside within a Section, are without a Chapter?

9. Have all the Chapters within the Section at least met the annual two technical meeting requirements and, if not, what steps has the Section made in an effort to revitalize its under-performing Chapters?

10. Please confirm that the Section Chair has been informed of this award nomination? If yes, please indicate the date & how they were notified. (i.e. via e-mail on 9 June 2007)

Nominator Contact Information

Name: _____ Member # _____ Date _____

Email: _____ Phone Number _____

Additional documentation may be submitted in support of the nomination.

NOMINATIONS FROM THE REGION AWARDS CHAIR SUBMITTED TO:

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