

**REGION 9 OUTSTANDING SECTION AWARD
NOMINATION FORM**

Please select Large, Medium or Small Section

Small ____ Medium ____ Large ____

Section Name _____

Current Section Chair _____

Section URL _____

Section Activity /Organization Evaluation Criteria

Section Information

1. List the names and titles of all Section officers from last year (not Chapter/Affinity Group officers).

2. List Chapters in the Section. List individual and joint Chapters by applicable IEEE Society code(s).

3. List Affinity Groups in the Section (e.g., YP, WIE, Consultants Network, Life Members).

4. List Student Branches in the Section (include the college/university name).

4a. Are all Student Branches within the Section active/have the minimum membership requirement (12)?
If not, list the Student Branches and what steps the Section has made in an effort to revitalize its
under-performing Student Branches? (not more than 250 words)

5. Of those Chapters, Affinity Groups, and/or Student Branches listed above, please list which were newly formed during the previous year.

Member Engagement

Please provide examples of the following types of programs/activities/efforts in which the Section* participated, including the benefit/impact to IEEE members and/or the public. Please do not exceed 250 words per area.

6. Community Service Projects that projected positive visibility to IEEE.

7. Technical Programs.

8. Professional Programs.

9. Educational Programs.

10. Other Programs

11. Programs co-sponsored with other professional/technical organizations

12. Student Branch Programs benefiting IEEE Student members.

13. Programs/efforts that facilitated interface between Higher Grade IEEE members and IEEE Student Branch members

14. Programs/Efforts that facilitated improved industrial relations

15. Programs/Efforts that facilitated improved government relations

Awards (not more than 250 words)

16 . Provide examples of awards presented by the Section* to recognize IEEE members, non-members, firms, etc. Include how the recipient was impacted and the goal that was achieved.

17. Provide examples of awards presented to the Section* to recognize individual IEEE members or the Section, Chapters, or Affinity Groups. Include how the recipient was impacted and the goal that was achieved.

Member Recruitment / Communication

18. Compare statistics for Higher Grade membership and Student membership in the Section* from this year to the previous year.(not more than 250 words)

19. Describe the methods used to communicate with the general Section membership and the number of times that each method was used last year. (e.g., electronic newsletter, hardcopy newsletter, postcard, E-Notice, Section website). (not more than 250 words)

20. Detail efforts conducted by the Section* to recruit new IEEE members and new Section* volunteers. (not more than 250 words)

21. Detail efforts conducted by the Section to recruit and retain student members (not more than 250 words)

22 List any Section governing documents and the last year they were updated (e.g., bylaws, operations manual, guides). Provide web link(s) to governing documents, if applicable.

** Has the Region Director/Section Chair been informed of this award nomination? If yes, please indicate the date and how they were notified (i.e., via e-mail on 15 April 2013).

Nominator Contact Information

Name: _____ Member # _____ Date _____

Email: _____ Phone Number _____

Documentation that must be provided to qualify for award:

- Completed nomination form only for the previous calendar year (1 January through 31 December)
- Additional documentation may be submitted in support of the nomination, but may not be used for the evaluation: nominator will be contacted if any required documentation is omitted
- Verification that the financial report of the Section has been submitted by IEEE Operations Center
- Verification that the current officer report has been submitted to Member & Geographic Activities Department
- Verification that the required number of meeting reports have been submitted to Member & Geographic Activities Department – Section (5), Chapter (2), Affinity Group (2)
- *Verification that the Section has not received this award in the last three years

* R9 Award and Recognition Committee will verify with IEEE.

8. Evidence of: (optional)

- New YP 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

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- Este premio fue creado durante la Reunión regional celebrada en México DF en Abril del 2012 y modificado durante la Reunión Regional de Amsterdam, Holanda el 22 de Agosto de 2014.