

A4015.2. Distinguished Service Awards

Hawai'i Business Education Association

Nominations for this award may be submitted for **either** an individual or a group.

[Only one (1) nomination may be made per year to an Individual

and one (1) to a School Administrator, Company, or Representative of a Company, or a Legislator.]

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1. An INDIVIDUAL who has served and contributed to HBEA and business education through professional activities that include leadership, service, honors and awards, and research, writing, and/or innovative curriculum development. This nominee must be a business educator **and** a member of HBEA.
and/or
2. A SCHOOL ADMINISTRATOR, COMPANY or REPRESENTATIVE OF A COMPANY, or LEGISLATOR who has served a major portion of education in Hawai'i.

Procedure for Submitting Nominations:

1. Any HBEA member may submit a nominee for these awards by the postmark deadline, **December 1**.
2. The HBEA Distinguished Service Award Nomination forms must be used. The application will be limited to the nomination form and no more than two (2) letters of recommendation.
3. The Awards Chair will notify the nominator of the nominee who will receive the HBEA award. The nominator will contact the winners' supervisors to provide support for the winner. The nominator will ensure that the winner is present at the HBEA awards ceremonies.
4. If a nominee is not selected for the award the first year of nomination, a revised nomination may be submitted again next year.
5. Nominees receiving fewer than an average of 75 total points will not be considered for the award.

Criteria for Judging the Individual (HBEA Member) Nominee

1. Contributions to HBEA..... (60 points)
2. Awards, Honors, and Contributions to Other Professional Organizations (20 points)
3. Professional Contributions (includes projects, research, writings (20 points)
and/or innovative curriculum development

Criteria for Judging the School Administrator, Company/Legislator/Other Nominee

1. Contributions to HBEA..... (80 points)
2. Awards, Honors, and Contributions to Other Professional Organizations (10 points)
3. Statement for "Why Award Should Be Given" (10 Points)

Awards Presentation

The HBEA Distinguished Service Award will be given at the HBEA Annual Conference or scheduled event and awards ceremonies.

Due Date

Send nomination forms (postmarked by **December 1**) to:

Robert Yamane
HBEA Awards Chair
c/o Hawai'i Community College
200 W. Kawili Street
Hilo, HI 96720-4091

A4015.2.1. Distinguished Service Award to an Individual Nomination Form
Hawai'i Business Education Association

Date↑

Full Name of Nominee (Candidate)↑

Address↑

City↑

State↑

ZIP Code↑

Present Position↑

HBEA Member? How long?↑

Daytime Phone↑

Email Address↑

.....

Name of Nominator (Person Submitting Nomination)↑

Signature↑

Address↑

City↑

State↑

ZIP Code↑

Email Address↑

Position↑

HBEA Member? How long?

Who should be contacted for more information? ↑

Phone↑

Email Address↑

Is this a secret nomination? Yes→

No→

EDUCATIONAL BACKGROUND. [List degrees, institutions, and years attended.]

OCCUPATIONAL BACKGROUND. [Give years and experience in business education, administration, or supervision.]

STATEMENT OF WHY THIS PERSON IS BEING NOMINATED

[More]

For the following areas, include significant contributions and achievements in furthering the goals of business education in Hawai'i through leadership, offices held, service, innovative curriculum development, research, and writings. Keep to one (1) page. Include no more than two (2) letters of recommendation. Nominees receiving fewer than an average of 75 total points will not be considered for the award.

Contributions to HBEA (60 points)

Awards, Honors, and Contributions to Other Professional Organizations (include dates with positions held and responsibilities; dates and award titles) (20 points)

Professional Contributions (20 points) Include "in-house" projects, research, writing, innovative curriculum development, and, honors and awards, from educational institutions.