

RULES FOR NOMINATIONS

1. The Fellows nomination may be made by any member of the nominee's membership section. A letter must accompany the nomination form from the Section Chairperson or comparable STANYS member(s). The letter should describe specific details in regard to the nominee's service to STANYS.

In addition to the established nomination procedure for Fellows, the STANYS Fellows Committee is authorized to accept nominations initiated and prepared by any two members of the Board of Directors.

Endorsement is demonstrated in the following manner:

- The nomination form must be signed by the Section Chairperson and Secretary.
- If the nominee is the Section Chairperson, the nomination form must be signed by the Director and the Secretary.
- If the nominee belongs to an inactive section (one with no elected officers or director) then two members of the Board of Directors may sign.

Please note signature choices at the end of the STANYS Fellows Nomination Form.

2. A letter of recommendation from an administrator, science supervisor or community leader must accompany the Nomination Form. This letter must address:

- Classroom performance
- Leadership of science students
- Other pertinent information

3. Additional letters of recommendation which speak to specific criteria are needed. It is recommended that one or two letters citing specific proof of qualification be provided for criteria listed. The number of letters is optional. Evidence of meeting all the criteria is important. A modest number of letters from carefully chosen and instructed individuals may be more effective than a larger number of letters that do not address the essential criteria.

Examples of Letters:

- Department chairpersons, former students and fellow teachers could be asked to provide information on the candidate's qualities as a teacher and leader of students.
- Chairpersons of STANYS committees or STANYS officers who are not currently serving on the Fellows Committee could be asked to provide information on the candidate's service on committees or as an officer. Nominees must show service beyond the mere holding of an office or appointment.

4. Proof of publications, awards and service with the State Education Department or various scientific organizations must be submitted. Service may be verified with letters. Publications may be verified with a first page of the published copy or with a letter. Awards may be verified with copies of articles in printed publications such as a newsletter or newspaper or with a letter.

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5. Verification of ten years of continuous membership must be obtained in writing from the STANYS Clerk and submitted with the nominating materials.
6. The nominating section or individuals (if the nominee belongs to an inactive section) must compile and organize all supporting documentation. This includes the Nomination Form with the two signatures on the last page and all the supporting documents. Besides sending the original nomination material, the section is required to also make SEVEN COPIES and send this material to the current Fellows Chairperson. All documents must be sent by FIRST CLASS CERTIFIED MAIL postmarked on or before January 15 of the year of submission.
7. Sections may not resubmit nomination materials of unsuccessful candidates unless there is additional substantially documented proof that the criteria have now been met.
8. To maintain objectivity, the members of the Fellows Committee may not be nominated, provide letters of endorsement, or initiate nominations.