

**CANADIAN SOCIETY OF AGRONOMY AWARDS**  
**NOMINATION FOR**  
***DISTINGUISHED SERVICE AWARD of the CSA***

**Description of awards**

This award is presented annually to members of the Canadian Society of Agronomy (CSA) in recognition of their outstanding contributions to agronomy. The Distinguished Agronomist will have 15 years or more of regular membership in CSA plus appropriate credits as stated by the nominators. This award will be for a member who is nearing retirement age or who has retired.

**Eligibility of nominators**

Nominations may be made by any active member of CSA who has had active membership in CSA for at least five years. A member may nominate only one person for each award in a given year.

**Eligibility of nominees**

Nominees must:

1. be active members of CSA;
2. have had continuing (not necessarily successive years) active membership in CSA for at least 15 years; and
3. have been actively engaged in research, teaching, extension, or administration or some combination thereof, in Canada for at least 20 years. The nominee's total contributions need not have been made in Canada. Research, teaching, extension, and/or administrative contributions from other geographic location(s) will be considered. Service to CSA is an important consideration, but is not a primary selection criterion. A member can only receive a given Award once, but, in a career, a member may qualify for all three awards (Early-Career Agronomist, Fellowship and Distinguished Service).
4. current members of the Awards Committee are ineligible for nomination.

**Nomination Procedure**

Follow the format as outlined at the bottom of this page. The nomination and letters of recommendation should be sent by email in a standard electronic format to the Chair of the Awards committee or to the Executive Director of CSA (see below). Each application must contain:

1. the nomination and
2. 3 supporting letters. Each supporting letter should be sent directly to the Chair of the Awards Committee or the Executive Director of CSA directly by the author of the letter.

**Deadline for receipt of nominations is April 15 of the nominating year unless there is a general notification of an alternate deadline.**

Preparation of the best nomination possible for a distinguished colleague is a compliment to both the nominee and the nominator and it provides the maximum possibility that the nominee will be selected to receive the award. Obtaining the assistance of the nominee in supplying information is permissible and should improve the accuracy and completeness of the documentation. Clearly identifying and evaluating the nominee's contributions are the most important parts of the nomination because the nominees will be ranked primarily on this basis.

The Awards Committee may contact the Nominator or the authors of the letter or reference for clarification or elaboration of the information provided. Selections made by the Awards Committee are final and are not appealable.

## ***FORMAT NOMINATION FOR DISTINGUISHED SERVICE AWARD***

TITLE: Entitle the document, "Nomination of \_\_\_\_\_ for the Distinguished Service Award", inserting in the blank, the name of the nominee.

NOMINEE: Include the name, mailing address with postal code, telephone number with area code, and email.

NOMINATOR: Include the name, signature, mailing address with postal code, telephone number with area code, and email.

### **BASIS OF NOMINATION:**

1. Personal achievements, recognitions, and service
  - A. Degrees received. Give field, date, and institution for each degree.
  - B. Professional positions held. Give years, organizations, and locations.
  - C. Membership in honorary academic societies.
  - D. Membership in professional societies.
  - E. Honors and awards received since baccalaureate degrees. (Do not include service functions in honorary organizations.)
  - F. Service to CSA.
    - i. Appointed positions
    - ii. Elected positions
    - iii. Other service
  - G. Other service. (Significant committee work or service in other societies.)
  
2. Professional achievements in agronomy (*This section should be <3 pages.*)

Describe achievements, only in the areas listed below, in which the nominee has made significant contributions. Be sure to indicate which of these activities you consider to be the most outstanding.

  - A. Teaching/Extension/Industrial Education  
Achievements in communicating ideas clearly and influencing attitudes or motivating favourable action to a significant degree with students or clients. Evaluate the quality and effectiveness of publications supporting the nominee's performance.
  - B. Investigative Competence  
Significance and originality of basic and applied research contributions and evidence of creative reasoning and skill in obtaining significant data. Evaluate quality and effectiveness of research publications.
  - C. Service  
Significant service to the profession in universities, foundations, associations, communities, commercial organizations, etc. (*DO NOT repeat information listed in 1F and 1G*).
  - D. Development or improvement of significant practices or products in agronomy.  
Significance, originality, and acceptance by the public. Evaluate the quality and effectiveness of publications to support the significance of the program practices or products.
  - E. Leadership  
Evidence of creativeness and effectiveness of scientific or administrative activities within or outside Canada.

### 3. Summary

- A. Nominator's submittal letter.* Summarize in a half page or less, the most significant personal and professional achievements which you believe qualify the nominee for the Distinguished Service in the Society. Critically evaluate the impact of the nominee's contributions to science, education, the agricultural community, the general public. This should include impacts on social, economic or environmental well-being, regionally, nationally or internationally.
- B. Supporting letters.* A maximum of three (3) supporting letters, of about one printed page each in length, will be considered. It is important to keep letters concise. Supporting letters should be sent electronically directly to the Chair of the Awards Committee. Members of the Awards Committee and members of the CSA Executive Committee are not eligible to write supporting letters.
- C. Professional publications.* On one sheet, give the total number (not the titles) of professional publications in each of the following categories: (a) books written; (b) books or other publications edited; (c) chapters of books; (d) technical papers; (e) patents; (f) invited lectures and (g) other related oral, written, visual presentations, or products. On a second sheet, list only the six (6) most significant publications, patents, and presentations or products in literature citation form, with a brief (3-4 sentence) description of the contribution that each provides to science, the agricultural community, or the general public. *Do not include reprints.*

**For further information, please contact:**

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