



VIRGINIA STATE UNIVERSITY ALUMNI ASSOCIATION CHAPTER PRESIDENT OF THE YEAR AWARD NOMINATION FORM

Please provide a photograph (preferably head and shoulders), 300 dpi or higher, along with this nomination form. Supporting materials should also be included to help support the narratives described below.

Nominee Information

Full Name: _____ Maiden Name _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Number: _____ Business Number: _____

Email Address: _____

Education History

Years Attended VSU: _____ Graduation Date _____

Degree Conferred: _____

College/School/Department/Major: _____

Graduate Work: (*Institution*) _____

Degree Conferred/Certification Earned: _____

Work History

Current Employer: _____
Name Address Tel. Number

Current Occupation: _____ # of years in current position: _____
Title

If retired, Former Occupation: _____ Former Employer: _____

Year of Retirement: _____

Narrative of Leadership Accomplishments (please use additional pages)

1. Provide a brief description on how your leadership has impacted your Chapter's ability to meet the following objectives within the nomination period.

Membership Development _____

Recruitment/Mentoring _____

Public Relations for VSU _____

Fundraising: _____

Special Projects: _____

2. List any special recognitions, honors and/or awards that were bestowed upon the Chapter (under your leadership) during the nomination period _____

3. Indicate your personal financial contribution to Virginia State University during the nomination period.

\$ _____ in _____ fiscal year

Participation at VSUAA Board Meetings

1. Do you serve in the dual role as Chapter President and Chapter representative to the VSUAA Board of Directors?

Yes _____ No _____

If you answered No, skip question # 2.

2. If you answered yes to Question 1, indicate the number of Board of Director Meetings attended during the nomination period: _____

Participation at alumni-related events

1. Indicate the various alumni-related activities you personally attended during the nomination period.

- VSU Annual Founder's Day Recognition Yes _____ No _____
- Homecoming Meet & Greet Yes _____ No _____
- Homecoming Parade Yes _____ No _____
- Annual Meeting during Alumni Weekend Yes _____ No _____
- Fall/Spring Commencement Yes _____ No _____

2. During the nomination period, did you timely provide the Chapter's Annual Preliminary Report for Chapter Programs report to the Alumni Association office: Yes ____ No ____

3. Describe any other evidence of loyalty and support to the Virginia State University Alumni Association and/or Virginia State University provided during the nomination period.

Send nomination form and all supporting documentation to:

Virginia State University Alumni Association
Attention: Karen Munden, Awards Committee Chair
P.O. Box 2488
Petersburg, VA 23804
Phone: (757) 575-2837 or (757) 615-1190
E-mail: kmunden@verizon.net

The nomination form and any supporting materials should be received by the Alumni Association Awards Committee no later than March 23, 2012.

Completed forms and other supporting documentation can also be sent through the Alumni Association website at www.vsuaaonline.com. To do so, click on the Alumni News and Events section and then click the Submit News and Events button.

Application Submitted By: _____

Address: _____ *Email Address:* _____

Home Phone: _____ *Business Phone:* _____

CHAPTER PRESIDENT OF THE YEAR AWARD

Purpose: The **Chapter President of the Year Award** is the highest honor bestowed upon Chapter Presidents by the Virginia State University Alumni Association. This award is presented to Chapter Presidents for their outstanding volunteer efforts and their significant contributions made on behalf of the Alumni Association.

Criteria: To be considered for the Chapter President of the Year Award, an individual must meet the following criteria:

- Nomination is required and must be made by a financial member or an active chapter in good standing with the Virginia State University Alumni Association. All nominations are confidential and must be forwarded to the Alumni Association's Awards Committee for consideration.
- **Nominee must be a member in good standing and provide leadership to an active chapter in good standing.**
- Nominee must have encouraged and participated in efforts to establish chapter committees and related activities that address membership promotion and retention, community involvement, fund-raising, and student/alumni recruitment.
- Nominee must have demonstrated continuing interest in and support for both Virginia State University and the Virginia State University Alumni Association by representing at or sending chapter representation to various alumni-related activities, such as Homecoming, VSU Founder's Day, Alumni Weekend, and National Conventions when held.
- If the nominee serves in the dual role of Chapter President and Chapter representative to the Board of Directors, the nominee must have a record of attendance (or provided proxy) at all scheduled National Board of Director meetings. The nominee must also have a record of attending or sending chapter representation to the Annual Meeting held during Commencement Weekend.
- Nominee must have a record of timely submitting Chapter required documents, such as the Annual Preliminary Report for Chapter Programs, to the Alumni Association office.
- Only nomination forms that have been distributed or posted online by the Association are acceptable for submission. In addition to the nomination form, other supporting documentation such as newspaper and/or magazine clippings, photos, letters, or other appropriate material must also be submitted. **A photograph -preferably head and shoulder- 300 dpi or higher must also accompany the application.**
- Nominations must be based on accomplishments made during the previous calendar year to present.

Calendar: Nomination forms and any supporting materials should be received by the Alumni Association Awards Committee no later than the third week in March of the year in which the person is being nominated. **Deadline for nomination in 2012 is March 23rd.**

Selection Methodology: The Alumni Association Awards Committee will review the nominations and determine the recipient. The decision of the awards committee is final. The award recipient will be officially announced during the Alumni Association's annual meeting held on the Saturday of the University's Alumni Weekend & Commencement celebration.