

OUTSTANDING SECTION MEMBER

Award Program and Nomination Information

1. Background

The Outstanding Section Member Award (OSM) is sponsored annually by the SAE International Sections Board. The award is designed to recognize SAE members *37 years of age and older* who have made a meaningful contribution to SAE at the section level.

All sections, groups, and divisions (hereafter referred to as "sections") are encouraged to nominate a section member for this award each year. The nomination form is attached, and is also available for download on the SAE website under [**Community; Sections; Officer Resources; Documents & Forms**]. *Electronic form submission is encouraged.*

A certificate for each individual nominated will be sent to the section chair.

2. Noble R. Patterson Distinguished Section Member Award (DSM) Program

All OSM recipients are then judged for the annual Noble R. Patterson Distinguished Section Member Award (DSM). The Distinguished Section Member Award was originally established in 1994 as the Distinguished *Senior* Member Award for section members 65 years of age and older. The award scope was broadened in 2002 to include recognition for section members over the age of 37.

The award is given in memory of Noble R. Patterson who was an active SAE member. The award recognizes exceptional leadership, accomplishments, and service to the section. Up to six Distinguished Section Members are selected each year, so nominators are urged to complete each section of the OSM nomination form in as much detail as possible to give their candidate the best possible chance of being selected.

DEADLINE: October 1

Distinguished Section Members are recognized publicly at the SAE Honors Convocation/SAE Congress in Detroit. Each DSM recipient receives a personalized plaque from the SAE President, and an engraved commemorative clock.

3. Criteria for Selecting OSM Recipients

Your section is welcome to use the following criteria to select your OSM nominee, or you may develop your own criteria. If your section chooses to use your own selection criteria, please include the criteria and the point values you have assigned when you submit your nomination form. Aside from the minimum age requirement, candidate selection criteria are left to the discretion of the section. While minimum points are not required for your section to select a candidate, the committee suggests that your candidate should earn at least five points from the criteria list before you consider nominating him or her as a candidate for the OSM award.

Sections should nominate only one OSM candidate per year. There may be unusual circumstances that result in nomination of an additional candidate by a particular section. If you nominate two candidates, you must complete a separate OSM nomination form for each individual and include a justification letter from the section chair to the chair of the Operations & Evaluation Committee, explaining the special circumstances leading to the additional nomination. *Awarding of certificates for both candidates is at the discretion of the Sections Board.*

Sections may nominate the same individual for the OSM award in multiple years. However, once an OSM recipient has been selected as a Noble R. Patterson Distinguished Section Member, the section may not nominate that individual as an OSM again. In other words, once a DSM, always a DSM! Should a section submit an OSM nomination for any individual who has already been named as a DSM, Headquarters will return that nomination form to the section. To find out if your section's candidate has already been selected as a DSM, please contact SAE Section & Chapter Programs (724-772-7145).

Section may use different selection criteria. Please submit your criteria with your nomination form

Suggested Criteria Checklist for Nominee

Suggested Points to be Awarded

<input type="checkbox"/>	Completed a minimum of a year of service on the section governing board	1 point per year (<i>maximum 5 points</i>)
<input type="checkbox"/>	Served as <i>elected</i> and/or <i>appointed</i> section officer, or as chair or member of a section activity committee	1 point per position or activity (<i>maximum 15 points</i>)
<input type="checkbox"/>	Sponsored new SAE members	5 points maximum (subject to verification by hdqtrs)
<input type="checkbox"/>	Authored or co-authored published SAE technical paper(s)	1 point per paper (<i>maximum 5 points</i>)
<input type="checkbox"/>	Former section OSM	1 point per OSM year (<i>maximum 5 points</i>)
<input type="checkbox"/>	Designated as SAE Fellow	1 bonus point
<input type="checkbox"/>	Involved in section membership development activities	1 point per activity (<i>maximum 5 points</i>)
<input type="checkbox"/>	Involved in SAE International-level committees (such as Sections Board)	1 point per committee (<i>maximum 5 points</i>)
<input type="checkbox"/>	Special accomplishments at the section level (<i>please list below:</i>	1 point per accomplishment (<i>maximum 5 points</i>)

<input type="checkbox"/>	Involved in other local professional activities, such as participating in Engineer's Week, <i>A World in Motion</i> , career days at local schools, etc.	1 point per activity
<input type="checkbox"/>	5 or more years of SAE service	1-3 points maximum
<input type="checkbox"/>	Long-time service award	1 bonus point
<input type="checkbox"/>	Mentored younger members in the section	1-2 bonus points

4. Recommended Process for Nominating Outstanding Section Member

- A. Establish a system to use to rate and select your section's nominee. Your governing board or an appointed OSM committee may rate and select your nominee.
- B. Submit your OSM nomination form to SAE Headquarters. (*Electronic nomination submission is encouraged.*) Please include separate explanatory sheets for special or exemplary involvement activities for which you have awarded points. Please include your criteria if it is different than the criteria suggested by SAE.
- C. Publicly recognize your nominee by presenting his or her certificate at a section meeting. Be sure to mention that your candidate is now in the running for the prestigious Noble R. Patterson Distinguished Section Member (DSM) Award, which is only bestowed on six members each year, and which will be selected in the fall. Place an article about your OSM recipient's accomplishment in your section newsletter and/or on your website. Encourage your OSM recipient to speak on student night, sharing his or her SAE experiences. This is a great way to encourage and inspire students to continue their SAE membership upon graduation and to get involved with the local section. For your candidate to be eligible for the DSM Award, please submit the attached nomination form to SAE no later than October 1.

If you have questions or comments about the Outstanding Section Member Award Program, please direct them to:

Brian Taylor, Manager, Local Units
 Section & Chapter Programs
 Phone: 724-772-7145; fax: 724-776-3393, e-mail: brian@sae.org

OUTSTANDING SECTION MEMBER Nomination Form

(Please type or print clearly. This form may be downloaded from the SAE website under [Community; Sections; Officer Resources, Documents & Forms].

Date: _____

Name of Section/Group/Division: _____

Name of OSM Nominee: _____

OSM's Name Preference for Certificate: _____

Name/Title of Section Officer Submitting This Nomination: _____

When completing the OSM Nomination Form, please provide as much detailed information about your candidate as possible. Attach additional explanation sheet(s) if necessary. The more information you provide the better your candidate's chances will be for ultimate selection as a Noble R. Patterson Distinguished Section Member.

1. Nominee's total years of section governing board service, including the current year: _____
2. Check boxes for each elected and appointed office that your nominee has held, and write in any other section involvement that is not on the list. Please also list the section year(s) that the nominee served in each position:

	<u>Section Office Held</u>	<u>Year(s) of Service</u>
<input type="checkbox"/>	Chair	_____
<input type="checkbox"/>	Vice Chair	_____
<input type="checkbox"/>	Secretary	_____
<input type="checkbox"/>	Treasurer	_____
<input type="checkbox"/>	Vice Chair - Membership	_____
<input type="checkbox"/>	Vice Chair - Student Activities	_____
<input type="checkbox"/>	Vice Chair - Math & Science	_____
<input type="checkbox"/>	Vice Chair - Division Activity	_____
<input type="checkbox"/>	Past Chair	_____
<input type="checkbox"/>	Annual Nominating Delegate	_____
<input type="checkbox"/>	Arrangements	_____
<input type="checkbox"/>	Company Rep Program	_____
<input type="checkbox"/>	Continuing Education	_____
<input type="checkbox"/>	Engineering Resources	_____
<input type="checkbox"/>	Historian	_____
<input type="checkbox"/>	Involvement	_____
<input type="checkbox"/>	Meetings/Program	_____
<input type="checkbox"/>	Publications	_____
<input type="checkbox"/>	Public Affairs/Publicity	_____
<input type="checkbox"/>	Reception	_____
<input type="checkbox"/>	Newsletter Editor	_____
<input type="checkbox"/>	Other	_____

List other areas of involvement not included in the previous list and attach explanation page(s) describing this involvement:

Involvement Area (what, how, where, why) and include Year(s) of Service

3. List each membership development activity relating to section membership growth and/or retention with which your nominee is involved:

4. List paper number(s) of any SAE technical papers and title (if possible), that your nominee has authored or co-authored _____
5. List nominee's involvement on SAE International level activities (such as technical standards, Sections Board, or other SAE committees and/or boards):

6. Has your candidate been nominated for an OSM award before? If yes, what years (please use section year format, i.e., 1999-2000, etc.): _____
7. Are there any other factors about your nominee and/or other notable accomplishments related to SAE activities that should be considered by the judges? If so, please list below. Examples of such accomplishments might be Engineer's Week activities, involvement in career days at local schools, *A World In Motion* classroom volunteering, or experience as a student chapter leader.

SAE Headquarters will complete the information in the following box:

8.	Number of new SAE members this nominee has sponsored: _____
9.	Year OSM nominee joined SAE: _____ Total number of years OSM nominee has been an SAE member _____
10.	Date OSM nominee received SAE long-term service awards (if applicable): 25 Year _____ 35 Year _____ 50 Year _____
11.	SAE Fellow: Yes _____ No _____

Please submit completed OSM Nomination Form to:

Brian Taylor, Manager, Local Units
 Section & Chapter Programs
 SAE World Headquarters
 400 Commonwealth Drive
 Warrendale, PA 15096-0001
 Phone: 724-772-7145; fax: 724-776-3393, e-mail: brian@sae.org