



BETA PHI MU

Chi Chapter Service Award

Criteria approved by the Chi Chapter Board, August 14, 2009

1. Beta Phi Mu Chi Chapter Service Award History

Chi Chapter, a member of the International Library and Information Science Honor Society, established a service award in the mid 1980s or earlier.

2. Purpose of the Award:

The Beta Phi Mu Chi Chapter Service Award may be presented annually in recognition of truly outstanding contributions to libraries or to the library and information science profession in general by a library and information science professional.

3. The award is presented based on the nominee meeting one or more of the following criteria:

- a. That the recipient has made a professional contribution that has had significant influence or positive impact on libraries and/or the profession.
- b. That the recipient has shown excellence in service to the library and information science profession and its goals.
- c. That the recipient has served in leadership positions in libraries or state or national professional organizations.
- d. That the recipient has made a significant contribution to the profession in activities such as research, publishing, and presentations.
- e. That the recipient has made a significant professional contribution that has earned the recognition of the library and information science community and beyond.

4. Award procedures:

The Chi Chapter Board is responsible for selecting the recipient of the Beta Phi Mu Chi Chapter Service Award. The Board also arranges for the presentation of the award and appropriate publicity. The award is usually given at the Chapter's annual Initiation and Awards ceremony.

5. Nomination:

Any member of Beta Phi Mu, Chi Chapter is eligible to nominate any library and information science professional for the award. A nomination remains in effect for two years, although updated information on nominees who are considered in the second year should be collected if possible. The award may be presented to only one person in a given year. The Board shall treat the nominations confidentially.

6. Award nominations:

The nominators shall send the nomination to any Board member, preferably the President, by September 7. Email is acceptable. The statement shall address the criteria for the award. Information about the nominee's activities, accomplishments and service shall be included. If possible, a vita shall be submitted.

7. Nature of Award:

The recipient shall receive a certificate and his/her name shall be added to the Chi Chapter website.

8. Award Presentation:

The award shall be recognized at the Chapter's annual Initiation and Awards ceremony. The recipient will be asked to give remarks or a short acceptance speech. The Board shall arrange to have the certificate made and framed and identify the presenter who will introduce the recipient at the ceremony.

9. Timetable:

- a. Call for nominations appears in the Chi Chapter spring/summer newsletter
- b. Call for nominations sent to Chi Chapter electronic list in spring, summer and right before the September 7 deadline
- c. Information from the nominator due to the Board president or to any member of the Board who shall forward the information to the president. Deadline September 7
- d. Nominations are discussed by the Board at the fall meeting (or via electronic list only if necessary)
- e. Recipient and nominator notified by the President within a week after the Board vote
- f. The President works with the recipient to set the date for the annual Initiation and Awards Ceremony, when the award is presented
- g. Award announced in Fall newsletter
- h. Recipient gives remarks/acceptance speech at the Initiation and Awards Ceremony if possible
- i. Recipient's name is added to Chi Chapter website. Acceptance remarks also added if possible
- j. Report of previous year's award winner in spring newsletter

10. Changes in Criteria and Procedures:

The Board shall discuss and change procedural issues by vote or consent.

Example of newsletter call for nominations:

2008 Service Award Nominees Sought

The Chi Chapter Service Award is presented to individuals who have made an outstanding contribution to the library and information science profession or its goals. If you have someone you would like to nominate, please e-mail any current Board member ... Deadline for nominations is September 7.