ACADEMY OF COMMUNITY ENGAGEMENT SCHOLARSHIP (ACES)

ACES NOMINATION PROCEDURES

ARTICLE I
General Principles

Section 1 – Founding Members. The following persons are named as Founding Members of the Nomination Committee for the purpose of initial nominations: Samory Pruitt, Ph.D., Chair, Karen Bruns, Ph.D., Ellis Cowling, Ph.D., Nancy Franklin, Ed.D, Audrey Jaeger, Ph.D., Teresa Mangum, Ph.D., Joan Pennell, Ph.D., and Patricia M. Sobrero, Ed.D. They will serve until ACES Membership reaches a viable and sustainable state.

Section 2 – Selection of Academy Members. The Founding Members are authorized to complete the organization of the Academy by the selection of initial officers and initial employees, the adoption of Bylaws consistent with the Articles of the Organization, the election of such additional members as they may deem appropriate prior to the first annual meeting of the Academy, and the doing of further acts as may be necessary for such purpose. A committee of the Founding Members will nominate the first group of Academy Members. See the ACES bylaws for a list of the founding members.

Section 3 – Definition of Community Engagement Scholarship. Community engagement scholarship, including the arts and humanities, is the collaborative generation, refinement, conservation, and exchange of mutually beneficial and societally relevant knowledge that is communicated to and validated by peers in academe and the community.

Section 4 – Criteria for identification of nominees for election to membership. Distinguished persons from higher education and society at large are elected to membership in ACES in recognition of the documented contributions of three distinctive aspects of their professional work:

1. The excellence of his/her past contributions to the theory and practice of community engagement scholarship (including creative work);

2. The excellence of his/her past successes in collaborative work that resulted in significant improvements for society; and

3. The capacity and willingness of the nominee to join actively within ACES to develop policy-focused studies and analysis of major social, economic, and environmental issues in contemporary societies.
To fulfill its objectives and purposes, the membership of ACES shall comprise engaged scholars, artists, scientists, and community members demonstrating notable contributions to the theory and practice of working collaboratively to address societal needs, advance community-university engagement, and advance the scholarship of community engagement.

Nomination of an individual to ACES honors past achievement and empowers future engagement advocacy.

**ARTICLE II**

**Membership**

Section 5 – Term of Membership. Following election, membership shall be for life provided that all conditions of membership are met.

Section 6 – Categories of Membership.

Subsection A - Active Members shall:

- have the right to vote on ACES matters;
- be eligible to serve as a Director, Officer, or Chair of a standing committee;
- be eligible to serve on all committees;
- have the right to nominate candidates for membership;
- have the right to attend the annual meeting and regular and special meetings of the membership; and
- receive normal communications regarding ACES matters.

Subsection B - Members Emeriti

Following at least ten years of active status, members who wish to be relieved of the status of active membership (for reasons such as retirement or personal reasons) may, at their own request, be transferred to the roll of member emeriti. A member emeritus shall not be eligible to nominate candidates for membership, but may serve as a reference; shall not be eligible to vote on ACES matters or in the election of members nor the election of Directors, and Officers, and shall not be eligible to hold office or serve on a standing committee of ACES. Members emeriti shall have the right to serve on study committees and to attend the annual meeting and regular and special meetings of the membership and shall receive normal communications regarding ACES matters.

Subsection C - Withdrawal by a Member

Members who wish to be relieved of the status of active membership may, at their own request, withdraw permanently or take a leave of absence. Members who require a leave of absence may request temporary suspension of their membership, and may be reinstated upon request to the Board of Directors.
Subsection D - Inactive Members
Members who are placed on inactive status are not eligible for any of the privileges of membership.

Subsection E - Removal of a Member
A Member may be removed from active membership for failure to meet the initial and continuing requirements of membership or conduct detrimental to the mission of ACES, upon the unanimous vote of the Board of Directors.

Subsection F - Members’ Rights upon Removal or Withdrawal
Upon removal or withdrawal, a Member relinquishes any and all rights to any funds, supplies, materials, equipment, or property owned by ACES, or held by ACES’s Fiscal Agent on the ACES’s behalf, including, but not limited to, all membership assessments applicable to the year in which the removal or withdrawal occurs, to the extent such tangible property was purchased with ACES’s funds or permanently contributed to ACES (“ACES’s property”). To the extent any such property is in the physical possession of a removed or withdrawing Member, the Board of Directors of ACES shall negotiate the means, conditions, and time frame for the return of said property.

Section 7 – Bylaws Article II. The criteria for membership are enumerated in Article II of the Bylaws and may be interpreted from time to time by policies and procedures established by the Board of Directors.

Section 8 – Annual Membership Invitations. The Board of Directors will fix annually an allocation consisting of the maximum number of new members. Nominations may be submitted by founding and active members of the ACES.

Section 9 – Nomination. Any ACES Member in good standing may nominate an individual. Nominations may also be made by major supporting organizations which shall be identified annually by the Board of Directors.

1. Individuals shall be nominated in accordance with processes and procedures as prescribed by the Board of Directors.
2. Individuals may not self-nominate.
3. Nominators and referees are requested to maintain confidentiality with regard to those being nominated for membership in ACES.

Section 10 – Nomination Timeline. Nominations shall be received once annually.
ARTICLE III
Selection

Section 1 – Nomination Guidance. The nomination form will be approved by the Board of Directors as changes are recommended by the nomination committee. A copy is attached as an appendix. The nomination process follows.

1. Nomination shall be made through an official nomination form in the nomination packet distributed only to Members and supporting institutions. Supporting references must be provided from two co-nominators.
2. Individuals may be nominated who are community engagement scholars. Community representatives as well as college or university faculty may be nominated.
3. Individuals may be nominated in one of the following categories: University faculty, staff, or administrator; Non-profit administrator; Foundation administrator; Engaged Citizen; Government; or Industry.
4. Nominees must demonstrate community engagement scholarship, including creative work in the case of artists and performers according to the bylaws. They must also show scholarship as demonstrated by peer-reviewed publication and/or other methods of dissemination of information to benefit the community and university. Nominators and referees are requested to maintain confidentiality with regard to those being nominated for membership in the Academy.

Section 2 – Nomination Timeline. Nominations shall be received once annually by the Nominations Committee. The Nominations Committee consists of Members in good standing including at least one board member and shall be appointed by unanimous vote of the Board of Directors. The Nominations Committee will review all recommendations for membership according to the principles of community engagement scholarship. Scholarship includes creative work (in the case of artists and performers), discovery, and research, as described in the bylaws.

Nominations Committee members shall recuse themselves from voting on Nominees they have brought forward, for whom they have provided reference support, or who come from their home institutions. Nominees whom the Nominations Committee feels represent ACES’ ideals of engagement and scholarship will be admitted to the final list of nominees.
Section 3 – Notification of the Member Elect. Each member-elect, immediately following election, shall be notified thereof in writing by the Chair of the Nominations Committee and/or appropriate ACES Board member. Each person elected to membership must accept the invitation, in writing, within sixty days of the date of election. The results of the vote will be announced during the Annual ACES Meeting.

This final list will be distributed to the Board of Directors and the Board of Directors will vote on nominees. New Members will be inducted into the Academy at the Annual meeting.

Section 4 – Term of Membership. Following election, membership shall be for life provided that all conditions of membership are met. Resignation from membership shall be addressed to and acted on by the Board of Directors.
APPENDIX – NOMINATION PACKET AND FORM

MEMBERSHIP NOMINATION FORM

ACADEMY OF COMMUNITY ENGAGEMENT SCHOLARSHIP

The Academy of Community Engagement Scholarship (ACES) is organized exclusively for charitable, scientific, and educational purposes, more specifically to fulfill the promise of higher education to serve the public good by advancing high quality scholarship that, in active collaboration with participating community partners, has a positive impact on complex societal needs and issues.

Through the involvement of leading higher education and community-based engagement scholars and practitioners, ACES explores critical and complex societal and community issues and provides recommendations, upon request, to inform local, regional, national, and international research and policy agendas. ACES seeks to ensure that all scholarly activities and policy initiatives take into account the needs, voices, and opinions of the individuals, groups, communities, and constituents involved. ACES ascribes to the belief that rigor is not based solely in procedures utilized, but also in the openness and transparency of the scholarly enterprise in ways that value and welcome active participation on an equal basis by academic and community scholars and practitioners. ACES works to advance an agenda for community-engaged scholarship that establishes the highest standards for co-creation of knowledge.

ACES is a broad voice representing allied groups in the field of engagement and a common thread for the movement of community and university engagement. Examples of work ACES may undertake include but are not limited to:

- Releasing reports benchmarking the impact of community and university partnerships and identifying models of outstanding community and university engagement;
- Issuing statements on important issues related to society and the role of community and university engagement in addressing the issues;
- Partnering with other organizations around funding issues for engagement informing public policy issues that relate to community and university engagement;
- Publishing exemplary practices of scholarly engagement, community engagement, and service learning; and
- Sponsoring and conducting transdisciplinary workshops and think tanks that address important societal issues involving mutually beneficial community and university engagement.
Additional details about the Academy of Community Engagement Scholarship, as well as biographical information on the current membership, may be found at ACES’s website at http://engagementscholarship.org/initiatives/academy-of-community-engagement-scholarship.

To be eligible for membership into the Academy of Community Engagement Scholarship, candidates for ACES membership shall be engagement scholars and artists and community-engaged leaders demonstrating notable contributions to the theory and practice of working collaboratively to address societal needs, advance community engagement, and advance the scholarship of community engagement. Election to ACES will be based on nomination and rigorous review of a prospective member’s body of work. Members of ACES shall:

- Be individual, lifetime members (not groups or institutions);
- Represent a broad range of community and university competencies that reflect the diverse perspectives necessary for high quality community engagement; and
- Be committed to using engagement scholarship (and creative) practices, approaches, and values to respectfully and collaboratively address society’s most pressing needs and issues.

ACES will provide numerous benefits for varied entities and purposes. Members will enjoy honorific benefits, chief among them being selected to serve the greater good by advocating for community engagement and advancing disciplinary and transdisciplinary scholarly activities and knowledge. Institutions and their faculties will benefit from ACES’ promotion of community engagement and the scholarship that will benefit future scholars and practitioners of community engagement. Communities will realize greater integration of university, scholarly, and community assets, creating the potential for developing and sustaining more successful communities. Public policy will gain a catalyst in ACES for leveraging the learning, discovery, and engagement capacity of higher education and communities to influence private and public leaders to solve societal problems and recommend innovations needed by society.

ACES will provide a nonpartisan, transdisciplinary, research- and practice-based voice for advancing the study and development of partnerships between institutions of higher education and the private, public, and governmental sectors. Such partnerships address society’s most complex and challenging issues—including, but not limited to, education, economic development and well-being, the environment, health and wellness, creative work, and active citizenship—while advancing disciplinary knowledge.

The Academy of Community Engagement Scholarship, which includes creative work in the case of artists and performers, is international in the sense that it honors community engagement scholars, practitioners, and policy makers from all nations of the world.
However, ACES does not require that all prospective members demonstrate international experience.

Individuals and/or organizations are encouraged to submit nominations for consideration and recommendation by the Nomination Committee to the Board of Directors. The Board makes the final decision and issues invitations of membership to the selected nominees. An induction ceremony is held annually in conjunction with the annual meeting of the Academy of Community Engagement Scholarship.

The nominator is asked to provide, in the nominator’s own words, evidence that the Nominee is deserving of election to membership in the Academy of Community Engagement Scholarship. The nomination narrative must emphasize the nominee’s contributions to community engagement and to the scholarship of community engagement. To assist the committee in evaluating the nominee’s contributions, the nomination should document the impact and provide critical information about the context of the work.

The Nomination Form asks nominators to address the nominee’s qualifications by responding to three nomination criteria. Nominators need to directly address the three rating factors. Nominations packets which fail to comply with the above standards may be returned by the Chair of the Selection Committee for rewriting by the nominator. The Chair of the Nomination Committee will pre-screen nomination packets and, if needed, return to the nominator prior to the first Nomination Committee meeting with guidance for resubmission prior to the established date for the first Nomination Committee meeting.

**Nomination Guidelines:**

Individuals may not self-nominate. Any ACES Member in good standing may nominate an individual. Nominations may also be made by major supporting organizations which shall be identified annually by the Board of Directors.

1. Nomination shall be made through a nomination packet distributed only to Members and supporting institutions. Supporting references must be provided from two co-nominators.
2. Individuals may be nominated who are community engagement scholars. Community representatives as well as college or university faculty and staff may be nominated.
3. Individuals may be nominated in one of the following categories: University faculty, staff, or administrator; Non-profit administrator; Foundation administrator; Engaged Citizen; Government; or Industry.
4. Nominees must demonstrate community engagement scholarship, (which may take the form of creative work in the case of artists or performers) according to ACES Bylaws. They must also show scholarship as demonstrated by peer-reviewed publication and/or other methods of dissemination of information to benefit the community, and university nominators and referees are requested to
maintain confidentiality with regard to those being nominated for membership in the Academy.

To fulfill its objectives and purposes, the membership of the Academy of Community Engagement Scholarship shall comprise engaged scholars, artists and performers, scientists, and community leaders demonstrating notable contributions to the theory and practice of working collaboratively to address societal needs, advance community-university engagement, and advance the scholarship of community engagement.

Nomination of an individual to ACES honors past achievement and empowers future engagement advocacy.

An individual and/or organization may submit no more than two nominations per year. Members of the Academy of Community Engagement Scholarship may submit no more then two nominations or two co-nominations. Each individual must be nominated by two (2) parties, one of which must be a member of the Academy of Community Engagement Scholarship. Each nominator and co-nominator will attach a letter that provides the member’s personal perspective on the nominee.

Self-nominations will not be considered. Should a nominee not be selected for induction, the nominator is encouraged to revise and resubmit the nomination package for reconsideration in the next call for nominations. Nominations may be considered one additional time. Should the individual still fail to gain admission, any future nomination for that individual must be submitted by another nominator.

The nomination should be in the words of the nominator and it must focus on the nominee’s impact in community engagement and scholarship. When appropriate, a national/cultural context for the individual’s contributions should be provided. As each nominee is evaluated using the evidence provided in the nomination package, nominators must respond to all three criteria, keeping within the stated length guidelines (See section E, of the application for membership). Note that some criteria are given greater weight than others. It is permissible to attach a standard curriculum vita to supplement responses to the three questions. If the nominee is selected, a photograph suitable for publication will be required.

Submit nominations either as an attachment to an email or mail a hard copy to:
(Insert Address and Name)

Nomination for Membership Due Date: March 1, 2014
ACES MEMBERSHIP NOMINATION FORM

A. Nominee Contact Information:
   
   Name:
   
   Title:
   
   Address:
   
   Telephone:
   
   E-mail:
   
   Fax:

B. Nominator Contact Information:
   
   Name:
   
   Title:
   
   Address:
   
   Telephone:
   
   E-mail:
   
   Fax:

C. Co-Nominator(s) Contact Information
   
   Name:
   
   Title:
   
   Address:
   
   Telephone:
   
   E-mail:
   
   Fax:

   Name:
   
   Title:
   
   Address:
   
   Telephone:
   
   E-mail:
   
   Fax:
D. Primary Contribution of Nominee:

___ Engaged Citizen Partner
___ Engaged Government Partner
___ Engaged Industry or Business Partner
___ Foundation Administrator Partner
___ Non-Profit Administrator or Partner
___ University Administrator Partner
___ University Faculty/Staff Member Partner (Tenure or Non-Tenure Faculty/Staff)

E. Supporting Documentation

**Format.** PDF format. Please use pdf extension, unprotected; Body text is a minimum 12 pt. Arial font; Double-spaced; All margins set at a minimum of ¾” (1.87 cm); 8½ x 11” (216 mm x 279 mm) paper size; Nomination must be in English and submitted electronically.

**Criterion.** Provide a narrative response to each of the following criterion, staying within the word maximum. Responses will be evaluated on a scale of 0 to 100 points with the greatest weight being given to the first three criteria.

1. Provide a synopsis of the nominee’s contributions to community engagement scholarship which includes creative work in the case of artists and performers, focusing on the nominee’s impact. (50 word maximum; 10 points)

2. What are the nominee’s most notable achievements in community engagement as a scholar, artist, practitioner, and/or a policy maker across the span of the nominee’s career? Include what the nominee has done to enhance the visibility and stature of community engagement scholarship, practice, and/or policy making? (250 word maximum; 50 points)

3. What are the capacity and willingness of the nominee to join actively within ACES policy-focused studies and analysis of major social, economic, and environmental issues in contemporary society? (250 word maximum; 40 points)

**Required:** An electronic or hard copy resume or curriculum vita should be attached as supplementary supporting information in addition to the nominator’s responses to the above questions.

**Optional:** You may submit up to three pieces of evidence including but not limited to: videos, news articles, photos of a community art show, or products developed. Submissions cannot be returned.
Appendix: ACES Founding Members

1. Burton Bargerstock, Co-Director, National Collaborative for the Study of University Engagement; and Director, Communication and Information Technology, University Outreach and Engagement, Michigan State University
2. Linda K. Benning, Associate Director, Extension and Outreach, Association of Public and Land-Grant Universities, Washington, DC
3. Lynn Blanchard, Director, Carolina Center for Public Service, University of North Carolina at Chapel Hill
4. Karen Bruns, Assistant Director, Family & Consumer Sciences Leader, OSU CARES/OSU Extension, Ohio State University, Ohio State University
5. Katy Campbell, Engagement Scholarship Consortium Board, and Professor and Dean, Faculty of Extension University of Alberta
6. Jeri Childers, Director, Outreach Program Development, Virginia Polytechnic Institute and State University
7. Janet Conner, Director, Strategy, Planning, and Faculty Student Engagement, Pennsylvania State University
8. Ellis Cowling, University Distinguished Professor At-Large Emeritus, NC State University
9. David Cox, Executive Assistant to the President, The University of Memphis
10. Hiram Fitzgerald, Associate Provost for University Outreach and Engagement; University Distinguished Professor, Department of Psychology, Michigan State University
11. Nancy Franklin, Assistant Director, Outreach, Pennsylvania State University
12. Nancy Franz, Associate Dean for Extension and Outreach for Families and 4-H Youth Development, Iowa State University
13. Andrew Furco, Associate Vice President for Public Engagement; Associate Professor, Organizational Leadership, Policy and Development; Director, International Center for Research on Community Engagement; University of Minnesota
14. Philip Greasley, Associate Provost, University Engagement, University of Kentucky
15. Budd Hall, Director of the University of Victoria’s Office of Community-Based Research (OCBR), University of Victoria
16. Lyla Houglum, Executive Director for WEDA, and Director of Special Initiatives, Oregon State University
17. Audrey Jaeger, Associate Professor of Education; Executive Director of the National Initiative for Leadership and Institutional Effectiveness (NILIE)
18. Trish Kalivoda, Senior Associate Vice President, and Editor, Journal of Higher Education Outreach and Engagement, Office of Vice President for Public Service and Outreach, University of Georgia
19. Teresa Mangum, Director, Obermann Center for Advanced Studies, University of Iowa
20. Michael Martin, Chancellor, Louisiana State University
21. Kerry Ann O’Meara, Associate Professor; Higher Education, University of Maryland, College Park
22. Joan Pennell, Professor and Center Director, Center for Family and Community Engagement, NC State University
23. Scott J. Peters, Imagining America, Co-Director, Syracuse University, and former Associate Editor of the Journal of Higher Education Outreach and Engagement, and Associate Professor of Education, Cornell University
24. Samory Pruitt, Vice President, Community Affairs, University of Alabama
25. Roger Rennekamp, Associate Dean for Outreach and Engagement, College of Public Health and Human Sciences, Oregon State University
26. John Saltmarsh, NE Resource Center for Higher Education, University of Massachusetts at Boston
27. Lorilee Sandmann, Department of Lifelong Education, Administration and Policy, University of Georgia
28. Mary Evans Sias, President, Kentucky State University
29. Patricia (Pat) M. Sobrero, Professor and Extension Education Specialist, College of Agriculture and Life Sciences, and Convenor and facilitator for the ACES Think Tank; formerly Associate Vice Chancellor, Office of Extension, Engagement, and Economic Development, NC State University (2008-2011).
30. Courtney Thornton, Research Director, University of North Carolina General Administration
31. Craig Weidemann, NOSC Board of Directors, CEO Executive Committee and Chair 2010 Vice President Outreach, Pennsylvania State University
32. Jim Zuiches, Former Vice Chancellor, Office of Extension, Engagement, and Economic Development, NC State University