

**S491.2 SPECIAL AWARDS COMMITTEE**A. Status: Special CommitteeB. Composition and Tenure:

The Committee consists of the Past President, the three most immediate Past Presidents, and up to two additional members. The Past President serves as Chair for one year and then as a committee member for three years. Additional members serve for two years and may be reappointed for an additional term.

C. Functions:

1. To consider awards which are not sponsored by SSSA but for which nominations may be submitted on behalf of the Society. The Executive Vice President works closely with the committee to advise it when award nomination invitations are received and the criteria for each award.
2. To oversee nominations of SSSA members for awards which are not sponsored by SSSA but for which SSSA members may be eligible. Others may complete the nomination forms or may invite someone else better acquainted with the award or with possible nominees to prepare the nomination.
3. The Chair of the committee is the focus of activities which include the following:
  - a. Activates the committee when an invitation is received to submit an award nomination.
  - b. Selects the nominee for each award, being sure to coordinate the selection of nominees with ASA and CSSA.
  - c. Arranges for a person or persons to prepare the nomination.
  - d. Forwards to the SSSA President, via Headquarters, the committee's decision not to submit a nominee for a given award or to forward the prepared nomination.
  - e. Submits an annual summary report of the committee activities to the SSSA Board of Directors and to the SSSA Executive Committee, via the Headquarters Office.

D. Presidential Responsibilities:

Appoints new members to replace those whose terms expire.