

C451 CROP SCIENCE RESEARCH AWARD COMMITTEE

A. Status: Special committee

B. Composition and Tenure:

The committee shall be composed of seven active CSSA members, including the Chair.

The term of service is two years for committee members. The Chair serves a one-year term.

C. Functions:

1. Holds a meeting at each year's Annual Meetings.
2. With the aid of the Headquarters staff, solicits nominations for the award, including distribution of a written brochure.
3. Selects the best qualified nominee in accordance with the Award Guidelines. The procedures followed are focused through the committee Chair, whose duties are as follows:
 - a. Serves as a voting member of the committee.
 - b. Receives, at the appropriate time, all nominations for this award from the Headquarters Office. Each committee member also will receive a set of nominations directly from the Headquarters Office.
 - c. Advises all committee members of the scoring or ranking procedure to be followed, as well as any other special instructions.
 - d. Conducts the voting, tabulates the returns, and informs committee members of the results.
 - e. Submits the recommendation from the committee's selection process to the General Awards Committee Chair, who is the CSSA Past President.
 - f. Delegates to Headquarters Office responsibility for collecting biographical information on the award recipient, inclusive of two 3 x 5 inch glossy prints of a recent black-and-white photograph. This material is used by the Headquarters Office for publicity on the award recipient.
 - g. Activates and works with the committee on special charges sent to the committee by the CSSA Board of Directors or by the CSSA Executive Committee.
 - h. Submits an annual summary report of the committee activities to the CSSA Board of Directors and to the CSSA Executive Committee, via the Headquarters Office.
 - i. Serves as a member of the General Awards Committee.
4. May recommend changes or revisions relative to criteria, description, selection process of recipients, etc., for this award. All recommendations must be approved by the CSSA Board of Directors before said recommendations may be implemented. Recommendations shall be submitted through the General Awards Committee.

D. Presidential Responsibilities:

Shall advise, in writing, the individual who has been selected as the award recipient, as well as the individual who submitted the nomination. The Past President shall advise, in writing, those individuals who made nominations that were not successful.

E. Description of Award

The Crop Science Research Award is presented in recognition of excellence in crop science research. The award consists of a certificate, a complimentary ticket to the award presentation, and an honorarium of \$1,000.

F. Award Criteria

Significance and originality of basic and applied research contributions in crop science. Excellence in creative reasoning and skill in obtaining significant data. Total impact of contributions in crop science and other fields, nationally and internationally. The committee need not recommend an award recipient if no nominees meet the award criteria.

G. Format for Nominations

A format guide, approved by the CSSA Board of Directors, is issued each year. The Chair and committee members shall receive a copy of this guide at the time it is mailed from Headquarters.

H. Eligibility of Nominations

Nominations for this award are accepted only from individual active members of the Crop Science Society of America. Members of the CSSA Executive Committee and members of this committee are not eligible to make nominations or to write supporting letters for nominees.

I. Eligibility of Nominees

Nominees for the Crop Science Research Award must be active members of the Crop Science Society of America. Members of the CSSA Executive Committee and this committee are not eligible for this award.

J. Team Nominations

Nomination of a team is acceptable, provided the following criteria are met: (a) at least one member of the team must be an active member of CSSA; (b) where other disciplines are represented on the team, the CSSA member(s) must be a major contributor (50% or more) to the team effort; (c) only publications on which all team members are authors, or honors and awards received by the team, should be listed; individual efforts must be omitted from the nomination statement.

K. Scoring or Ranking Procedure

Nominations are ranked by all committee members in order of preference, with "1" being first, and summarized by the Chair. The award recipient must receive 50% of the lowest score (first place), or a second vote on the top three, plus ties, should be taken. The lowest score of the top three, plus ties, in the second vote, will be declared the recipient, no matter what the number or percentage of first place votes. The Chair may vote in all selection ballots, but the Chair's selections must be made before seeing the selections of other members. All rankings and recommendations of the committee shall be kept confidential by the committee members. The award need not be presented in a given year if it is judged that the nominees do not meet the criteria.

L. Ties and a Deadlocked Committee:

1. The Award Committee is expected to make every effort to break tie votes.
2. If the Award Committee cannot break the tie vote, the Award Committee Chair shall notify Headquarters. Headquarters will reproduce and send copies of the nominations of the individuals involved in the tie to the members of the General Awards Committee.
3. The General Awards Committee will review the nominations and vote. The Chair of the Award Committee in question will also vote but the vote will not be counted unless there is a tie in the vote of the General Awards Committee.