

## **Lifetime Achievement Award Criteria and Nomination Process**

### **Award Description**

The purpose of the *Lifetime Achievement Award* is to honor members who have made significant contributions to the field of institutional research and the professional development of INAIR members and colleagues. This award may recognize an individual retiring from the service of institutional research or an individual who has made a substantial impact for at least ten years in total. Only one person may be honored annually at the INAIR spring conference.

### **Award Criteria**

The nominee must have served at least one term on the INAIR executive board and meet two or more of the following criteria:

- Active and contributing member of INAIR
- Regularly participated in the annual conference as an attendee, presenter, or panelist
- Showed evidence of sustained contributions to the field of institutional research or service to INAIR, AIR, or affiliated organization
- Produced scholarly work advancing the field of institutional research
- Recognized as a leader among their peers

### **Nomination**

A letter of nomination from a current INAIR member who can speak to the nominee's leadership and exemplary service to INAIR, addressing at least three of the criteria specified above, is required. Two letters of support from other INAIR members must also be included with the nomination.

Nominations should be submitted electronically to [inair.org@gmail.com](mailto:inair.org@gmail.com), also cc'ing the current INAIR Past President (email: [bckile@gmail.com](mailto:bckile@gmail.com) )

### **Timeline**

The call for nomination will go out in early December and close by February 1. The selection committee will meet in early February to review nominations and make their selection. The past president will inform nominees of their nomination status and that the winner will be announced at the INAIR Annual Conference Business Meeting.

### **Selection Committee**

The past president will appoint an ad hoc committee representative of prior executive board members and/or past presidents. The past president will solicit nominations and convene the selection committee to review applications.

*Questions/Comments?* Send a message to: [inair.org@gmail.com](mailto:inair.org@gmail.com) or [bckile@gmail.com](mailto:bckile@gmail.com)