

## **NOMINATION INSTRUCTIONS - CLASS OF 2017**

### **INTERNATIONAL ADULT AND CONTINUING EDUCATION HALL OF FAME**

*“Where the spirit of learning is the lasting legacy”*

**Nomination Due Date: June 17, 2017**

The International Adult and Continuing Education Hall of Fame is a nonprofit corporation whose purpose is to honor individuals who have made distinguished contributions to the field of adult and continuing education. It preserves the significant legacies of these individuals in a permanent exhibit of plaques on the University of Oklahoma campus. Each plaque provides a brief biographical profile and photograph of the inductee. Additional details about the Hall of Fame, as well as biographical information on the current membership, may be found at the Hall’s web-site [www.halloffame.outreach.ou.edu](http://www.halloffame.outreach.ou.edu).

To be eligible for induction into the Hall of Fame, a person must be eminently distinguished in the profession, shall have brought honor or distinction, and shall have contributed to the heritage of adult and continuing education.

The Hall of Fame is international in the sense that it honors adult and continuing education scholars, practitioners, and policy makers from all nations of the world. However, the Hall does not require that all inductees have international experience. Instead, the Hall seeks nominees whose work has had impact beyond the local organizational/political boundaries in which they work. This requires careful judgment and understanding of the different ways in which education is organized around the world.

Individuals and/or organizations are encouraged to submit nominations for consideration and recommendation by the Selection Committee to the Board of Directors. The Board makes the final decision and issues invitations to the selected nominees. An induction ceremony is held annually in conjunction with the annual meeting of a national and/or international adult and continuing education association.

The nominator is asked to provide, in the nominator’s own words, evidence that the Nominee is deserving of Hall of Fame status. The nomination narrative must emphasize the nominee’s contributions to the field (i.e., not just positions held but the impact of the nominee’s work while holding the positions). It must also document the impact of the nominee’s work on the field of adult and continuing education or on the role of adult and continuing education in society in general. It is not enough that the person “had a big job in a big organization.” Committee members need to be able to evaluate the nominee’s role within the context of the person’s organization. For example, in the past some nominators have described the position or title that an individual held and/or awards received, but did not clearly articulate the nominee’s impact on adult and continuing education. Also, as a nominee may have worked in an environment with which some members of the Selection Committee are unfamiliar, nominators must describe the social/political/organizational/cultural context in which the nominee’s contributions were made. For example, while Selection Committee members represent several different countries, all may not understand the value of the European Association for the Education of Adults (EAEA) so it must be articulated. Or, there might need to be an explanation of

how an individual's role in a particular institution was specifically related to adult and continuing education and had an impact on the field.

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

### **Nomination Guidelines:**

An individual [Who is not a Hall of Fame Member] and/or an organization may submit **no more than two nominations per year**. However, those who are not Hall of Fame members and/or an organization may not endorse any nominations. On the other hand, Members of the Hall of Fame may submit **no more than two nominations or two seconds to nominations or one nomination and one second to a nomination**. Nominations must be seconded by a Member of the Hall of Fame in the form of a letter that provides the member's personal perspective on the nominee. When a nominee is co-nominated by two members of the Hall of Fame, no second by another member of the Hall of Fame is necessary. Self-Nominations to the Hall of Fame are not 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 on the field of adult and continuing education. When appropriate, a national/cultural context for the individual's contributions should be provided. As each nominee will be evaluated using the evidence provided in the nomination package, nominators must respond to all five criteria keeping within the stated length guidelines. Note that some criteria are given greater weight than others. It is permissible to attach a standard curriculum vita to supplement responses to the five 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:**

International Adult & Continuing Education Hall of Fame  
c/o Mitzi McCraw, University Outreach  
The University of Oklahoma  
1700 Asp Avenue, Room 111  
Norman, Oklahoma 73072-6400

nbarbee@ou.edu (Nina) 405-325-6361 – telephone  
[mitzi@ou.edu](mailto:mitzi@ou.edu) (Mitzi) 405-325-6494 - telephone  
405-325-7776 – fax

**Nomination Due Date: June 17, 2017**

**Nomination Due Date: June 17, 2017**

**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. Primary Contribution of Nominee:**

Scholar

Practitioner

Policy Maker

**D. Supporting Documentation (*single-space items 1-5*):**

**Provide a narrative response to each of the following criterion, staying within the 250-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 the field of adult and continuing education, focusing on the nominee's impact on the field. (250 word maximum; 30 points)
2. What are the nominee's most notable achievements in adult and continuing education as a scholar, practitioner and/or a policy maker across the span of the nominee's career? (250 word maximum; 25 points)
3. Describe the nominee's single greatest contribution to the field, focusing on its national and/or international significance. Provide national or historical context as appropriate (250 word maximum; 20 points).
4. What has the nominee done to enhance the visibility and stature of adult and continuing education as a field of scholarship, practice and/or policy making? (250 word maximum; 15 points)
5. What have been the nominee's contributions, if any, in other fields of endeavor beyond adult and continuing education? (250 word maximum; 10 points)

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

**Nomination Due Date: June 17, 2017**