

## **APTA AWARDS COMMITTEE**

The Awards Committee provides strategic counsel to the Board of Directors regarding the APTA Honors & Awards Program.

### **CHARGE**

The Board of Directors' determined charge for the Awards Committee is to:

- Submit an annual report to the Board of Directors that includes subcommittee recommendations for award and scholarship recipients.
- Submit a report to the Board of Directors, annually as necessary, with recommendations to improve the APTA Honors & Awards Program, based on the committee's annual program review.
- Identify potential APTA Honors & Awards Program revisions and improvements by performing an annual program review, including but not limited to:
  - Review of award and scholarship descriptions, criteria, application materials, and application processes.
  - Review of subcommittee scoring rubrics, evaluation procedures, and recommendation processes.
  - Consideration of potential new awards and scholarships.
  - Consideration of awards or scholarships to be discontinued.
  - Consideration of ways to engage or leverage past award and scholarship recipients.
- Ensure that the APTA Honors & Awards Program recognizes outstanding contributions to the profession and association, with consistent and inclusive processes that create a positive member experience.
- Serve as ambassadors for APTA, actively encouraging nominations for awards and scholarships and assisting in recruitment of subcommittee member volunteers.
- Coordinate and collaborate with other APTA appointed groups and stakeholders, when doing so can further the work of the committee.

The committee chair will serve as master of ceremonies at the APTA Honors & Awards Ceremony.

All APTA appointed groups shall conduct their work to support APTA's Mission, Vision, Strategic Plan, and APTA adopted policies and positions. All appointees shall agree to the APTA Volunteer Commitment.

### **QUALIFICATIONS OF APPOINTEES**

Shall be:

- An APTA member in good standing
- A subcommittee chair from one of the following eight APTA Awards Program subcommittees:
  - Subcommittee on Advocacy Awards.
  - Subcommittee on Catherine Worthingham Fellows.
  - Subcommittee on Education Awards.
  - Subcommittee on Lecture Awards.
  - Subcommittee on Practice and Service Awards.
  - Subcommittee on Publication Awards.
  - Subcommittee on Research Awards.

- Subcommittee on Scholarship Awards.

## **MEETINGS**

The Awards Committee meets virtually each quarter. Other meetings may be scheduled as needed.

## **SIZE OF APPOINTED GROUP**

The group shall consist of one APTA Board chair, selected annually by the APTA President; eight additional members who serve as chairs of each of the eight Awards subcommittees; and the APTA President, who serves as an ex-officio member and is not counted among the eight.

## **TERMS OF APPOINTEES**

Committee members shall serve a one-year term; no individual shall serve more than three consecutive terms. APTA members shall not serve on more than one board-appointed group at a time with the exception of APTA Board members.