**UNIVERSITY PROFESSIONAL AND CONTINUING**

**EDUCATION ASSOCIATION (UPCEA)**

**CENTRAL REGION**

**CELEBRATION OF EXCELLENCE PROGRAM**

**PURPOSE OF THE AWARDS**

**The UPCEA Central Region Celebration of Excellence Program** is designed to serve three major purposes: (1) To provide recognition to individuals who have originated new and successful programs, or who have made a major contribution to the field of Adult/Continuing Education either through service, research, or publication; (2) to provide recognition to creative and innovative credit and noncredit programs in the field; and (3) to communicate ideas regarding successful programs among the member institutions.

**ELIGIBILITY**

To be eligible to receive an award, the nominated individual or department must be part of an institution that is a current member of the UPCEA Central Region.

**CATEGORIES**

**CATEGORY 1: Innovative Program (Credit or Noncredit).** This award will be given to an outstanding new credit or noncredit program. To be eligible, nominated programs should have been offered by a Central Region member institution within the last two years. Priority consideration will be given to programs that deal with social, diversity or educational issues.

**EVALUATION CRITERIA FOR CATEGORY 1**

* **Completed Nomination Form**
* **Cost Effectiveness—**the program must be cost effective in a manner consistent with the stated program objectives.
* **Longevity—**the program must have completed at least one cycle to be considered.
* **Innovation**—extent to which the program uses creative ideas in one or more areas or applies ideas in new ways, especially electronic modalities.
* **Diversity**—programs intended to serve underserved populations.
* **Quality**—extent to which the program has fulfilled objectives. Nominations should include stated objectives, an estimate of success, and evaluation results.
* **Contribution to Adult/Continuing Education**—degree to which a program makes an ongoing and significant contribution to the field or can be replicated in other settings and institutions.

**CATEGORY 2: Mature Program (Credit or Noncredit).** This award will be given to a mature credit or noncredit program demonstrating sustained innovation. To be eligible, nominated programs must have been offered by a UPCEA Central Region member institution for the past five years. Priority consideration will be given to programs that deal with social, diversity or educational issues.

**EVALUATION CRITERIA FOR CATEGORY 2**

* **Completed Nomination Form**
* **Cost Effectiveness—**the program must be cost effective in a manner consistent with the stated program objectives.
* **Longevity—**the program must have been sustained for five years.
* **Innovation**--extent to which the program uses creative ideas in one or more areas or applies ideas to crate sustainability, especially electronic modalities.
* **Diversity**—programs intended to serve underserved populations.
* **Quality**—extent to which the program has fulfilled objectives. Nominations should include stated objectives, an estimate of success, and evaluation results.
* **Contribution to Adult/Continuing Education**—degree to which a program makes an ongoing and significant contribution to the field or can be replicated in other settings and institutions.

**CATEGORY 3: Excellence in Teaching.** This award will be given to the individual who has provided outstanding leadership/service to continuing education in the UPCEA Central Region.

**EVALUATION CRITERIA FOR CATEGORY 3**

* **Completed Nomination Form**
* **Length of Service—**a minimum of 5 years
* **Innovation in Programming**—extent to which programs generated by the individual have been new, creative, reached diverse populations, or innovative.
* **Benefit to the Institution**—Exemplary contribution to the institution and the profession.
* **Outstanding Teaching and Mentoring of Students**—teaching may be defined to include work with students at any level and in a wide variety of settings: teaching effectiveness includes the ability to meet student learning objectives and evidence of a student-centered approach; evidence of superior student mentoring should illustrate nominee’s concern for student development beyond normal expectations of advising.
* **Overall Contribution to the Field**—research, publication, program development, conference, presentations, etc.

**CATEGORY 4: Professional Continuing Educator Award** recognizes the scholarship, leadership, and contributions of a person who has entered the profession in the last 5 to 10 years. **The recipient also will be nominated by the UPCEA Central Region for the UPCEA Adelle F. Robertson Professional Continuing Educator Award. Recipient must be a UPCEA member.**

**EVALUATION CRITERIA FOR CATEGORY 4:**

* **Completed Nomination Form**
* **Membership**—the nominee must be an UPCEA Great Plains Central Region professional member who has exhibited outstanding service to the profession.
* **Supporting Statements and Recommendations**—indicating why this individual deserves nomination for the award.
* **Current Vita of the Nominee**
* **Recommendations**—minimum of three recommendations from colleagues of the nominee who can attest to qualifications.

**CATEGORY 5: 2014 John L. Christopher Outstanding Leadership Award—**The John L.

Christopher Outstanding Leadership Award honors the memory of Dr. John Christopher, former Dean of the School of Extended Studies and Public Service at the University of Wyoming. Dr. Christopher was a lifetime member of the UCEA and served the association, especially in many leadership roles in the former Great Plains Region. He was successful in his career because of his persistence, his personal strength, his knowledge and dedication to the field of continuing higher education, and his strong sense of professionalism. He was a man of strong convictions and remarkable achievements, with a keen intellect, a willingness to serve, and incredible sense of humor, and a practical, straight-forward approach to life.

**EVALUATION CRITERIA FOR CATEGORY 5:**

* Completed Nomination Form
* The award will be given to an UPCEA Central Region professional member who has exhibited outstanding leadership and service within the region.
* Items to be considered are committee activity, conference activity, promotion of UPCEA at the institutional, state and regional levels and commitment to adult and continuing education within the member’s institution and the region.
* The award recipient must be a current, professional member of UPCEA.
* Current vita of nominee

**RECOGNITION:** Winner will be honored during the awards ceremony at the fall conference.

**CATEGORY 6: Research and Publication.** This $750 award **(and conference registration waiver for one awardee to present at the Regional conference the following year)** will be given to the continuing educator, faculty, or graduate student whose research proposal promises to make a significant contribution to the study of Adult or Continuing Education. The proposed research project must be completed by the end of academic year in which the award is conferred. The award recipient is expected to present his/her findings at the Regional Conference the following year. Areas of research may include, but are not limited to, topics such as adult teaching and learning, follow-up studies of adult students, etc.

**EVALUATION CRITERIA FOR CATEGORY 6:**

* **Completed Nomination Form**
* **Originality—**explores new ideas or original application of ideas.
* **Overall Quality—**extent to which the proposal defines its objectives, establishes an appropriate methodology, and sets a realistic timetable; overall merit of the proposal.
* **Application/Contribution to Adult/Continuing Education—**significance of the proposed project to the field of knowledge or the practice of adult/continuing education.

**CATEGORY 7: Outstanding Continuing Education Student Awards.** These two awards honor continuing education students who are either credit or noncredit students at UPCEA Central Region member institutions for achievement of excellence in pursuit of their educational goals.

**The recipients also will be nominated by the UPCEA Central Region for the** **UPCEA Professional Continuing Education Student Awards.**

**EVALUATION CRITERIA FOR CATEGORY 7:**

* **Completed Nomination Form**
* **Criteria for Credit Students**
1. The nominee must have been enrolled in an undergraduate or graduate program at a UPCEA Central Region member institution within the past 12 months, or have graduated no more than one year prior to the time the award is granted.
2. The nominee must be an adult student who has met the challenge of an unconventional educational background and become an inspiration to others through the individual growth accomplished in pursuit of his/her educational goals.
3. The nominee shall have managed multiple/significant commitments and responsibilities effectively while engaged in his/her education.
4. The nominee must be 25 years of age or older.
* **Criteria for Noncredit Students**
1. The nominee must be enrolled in a noncredit program at a UPCEA Central Region member institution within the past 12 months.
2. The nominee must be an adult student who has achieved excellence in pursuit of his/her educational goals.
3. The nominee shall have managed multiple/significant commitments and responsibilities effectively while engaged in his/her education.
4. The nominee must exemplify the best characteristics and standards of the noncredit student.
* **Nomination Requirements**
1. The award(s) are made to persons upon recommendation from the UPCEA Central Region Awards Committee.
2. The award(s) are not necessarily given annually.
3. In order for nominated students to be eligible to receive the award, they must be present at the awards ceremony. It is expected that the nominating institution should provide travel expenses for the student; however, the UPCEA Central Region will provide some financial support for conference expenses of the award winner should the institution not be able to provide support.
* **Nomination Procedure**
1. Each nomination must include a nomination form, a current vita of the nominee, and two letters of nomination or support from informed individuals; e.g., academic department chair or faculty member; dean or director of continuing education; president or vice president of the nominee’s institution. The letters must address the nominee’s accomplishments.
2. The nominee must write a statement describing his or her achievements with an emphasis on the growth accomplished while enrolled as a student.
3. Documentation of the student’s excellence in achievements must include materials such as grade point average, official transcripts, CEUs, student activities, university involvement, community contributions, employment, job performance, and so forth.

**CATEGORY 8: Continuing Education Support Specialist Award—Staff in a** **Support Role.** The purpose of this award is to provide recognition to a UPCEA Central Region professional member or a continuing education staff person of a member institution who has exhibited creativity and innovation in the area of program support (i.e., public information officers, marketing personnel, business personnel, registration staff, etc.).

**EVALUATION CRITERIA FOR CATEGORY 8:**

* **Completed Nomination Form**
* **Criteria**
1. Must be a current UPCEA professional member or a member of a UPCEA Central Region institution’s continuing education staff.
2. Information submitted should describe the unique circumstances of support to the continuing education unit and focus on the effects of the nominee’s service.
3. Consideration will be given to creative and innovative work in support of adult and continuing education programs.
* **Supporting narrative** (no longer than two pages) describing how the nominee meets the award criteria, purpose, and description.

**CATEGORY 9: Engagement Award.** The UPCEA Engagement Award recognizes an outstanding partnership between a member institution and one or more external constituents such as local communities, corporations, government organizations, or associations. The recognized partnership will demonstrate a mutually-beneficial exchange of knowledge and resources that has resulted in a measurable and sustainable shared impact in areas such as economic development, community development, workforce training, or capacity building.

The UPCEA Engagement Award will be awarded to both the UPCEA member institution/unit *and* the partner organization(s).

**Process:**

This award will be given on an annual basis at the UPCEA regional conferences. Regional winners will receive recognition at the annual conference. Award winners (university and partner representatives) will be invited to present in a concurrent session at the annual conference.

**EVALUATION CRITERIA FOR CATEGORY 9:**

* **Completed Nomination Form**
* **Criteria**
1. The extent of impact of the partnership’s activities using qualitative and quantitative data provided by nomination.
2. The extent to which the partnership’s activities resulted in outcomes that would not have otherwise happened.
3. The extent to which partners committed their own resources to the partnership’s activities. Additional points would be awarded to nomination that received additional funding from 3rd parties not involved in the original partnership (grants, contracts etc.) to sustain and/or expand the program.

**Nomination Material:**

* A letter of nomination highlighting the partnership’s specific outreach/engagement accomplishments. The partnership must comprise a university/college and at least one external partner organization.
* Documentation of the tangible and sustainable impact of the partnership’s outreach/engagement activities on strategic initiatives, citizens, communities, or business and industry. (Provide context for evidence provided by including relevant information about the environment in which the program takes place.)
* Letters of support from community constituents describing how the outreach and engagement activities were mutually beneficial to all participants.

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**SELECTION PROCESS**

1. Each nomination will be reviewed by members of the UPCEA Central Region Awards Committee. The reviewers will independently rate nominations on the basis of the stated evaluation criteria for each category.
2. The UPCEA Central Region Awards Committee may recognize more than a single nomination in a given category. The Committee also reserves the right to withhold awards in a category if the nominations do not meet the stated evaluation criteria.
3. The Committee's decisions will be final.

**APPLICATION PROCEDURE**

1. Award nominations are submitted on the UPCEA web
2. Deadline for nominations will be determined by the Central Region Awards Committee (typically no later than the end of June). No nominations will be considered after the deadline.
3. The Award notification date will be determined by the Central Region Awards Committee, typically within a month of the nomination deadline and with sufficient time for award recipients to make travel plans to attend the Regional Conference. No travel stipends are available to assist award recipients attend the Regional Meeting.

**RECOGNITION/AWARD PRESENTATIONS**

Each recipient of an award will receive plaque at the Awards Ceremony, and appropriate regional nominations will be forwarded to UPCEA for national award consideration.