

Ohio Continuing Higher Education Association Awards and Honors Program

Recognition by one's peers represents the ultimate acknowledgement of contribution to your chosen professional. This is true in continuing higher education as well as in other fields. OCHEA's Awards and Honors Committee invites you to review the criteria and procedure for submitting names of individuals or institutions for the Committee's review and recommendation to the Executive Board.

The Association's awards and honors annual nominations are due by **February 8, 2017**. Awards will be presented at the Annual Conference March 23, 2017.

- Karen S. House Service to the Association - *(Individual)*
- Program Excellence - *(Individual and Institution)*
- Order of Lifelong Learning in Ohio (OLLO) - *(retired member)*
- Special Achievement - *(Individual and Institution)*
- Honorary Member - *(Individual)*

For lists of previous award winners, click <http://ochea.org/resources>

Procedure for All Awards and Honors

1. Nominations will be accepted only from OCHEA members in good standing **with the exception of** the Order of Lifelong Learning in Ohio Award.
2. Each nomination shall be submitted on the OCHEA's Awards and Honors Nomination Form. Please email the form and any support letters to Barb Hanniford at b.hanniford@csuohio.edu.
3. Letters of support or endorsement may be required (see individual award criteria).
4. The nomination and recommendations must be submitted by **February 8, 2017**.
5. The Awards and Honors Committee reserves the right to request additional information on each nominee.
6. The Awards and Honors Committee shall review all nominations and recommend to OCHEA's Board. The final decision will be made by the OCHEA Board. The award will be presented at OCHEA's annual conference. The award may or may not be given annually.

Karen S. House Service to the Association Award

This award recognizes individuals who have exhibited prestigious leadership and performance in their service roles within the Association and within their own institution.

Criteria

1. Should have been a member of the Association for a period of at least three years.
2. Should have exhibited prestigious leadership and performance in his/her service roles both within OCHEA, as well as within his/her own institution.

3. May be nominated by a colleague (must be a member of OCHEA) at his/her own institution or other institution and must have letters of endorsement from three (3) OCHEA members at three separate institutions.
4. May not be a current elected officer of OCHEA.

Program Excellence Award

This award is designed to recognize individuals and their institutions that through excellent program development are making contributions to continuing higher education in Ohio. Programs which focus on quality and excellence and make a positive impact on the community will be given special consideration.

Nominees for this award may be individual(s) and institution(s) together. Both will receive the award.

Criteria

1. May have been developed by an individual, a group of individuals from an institution or several institutions working together.
2. May be nominated by colleagues from own institution, self-nominated, or by a colleague at another institution.
3. Must have at least two (2) additional letters of support from individuals who are in a position to verify the role of the nominees in the program's development.
4. May be a credit or noncredit program implemented, or significantly modified, within the last three (3) years.
5. The institution and lead program developer must be members of OCHEA. For a group or consortium program at least one institution must be a member of OCHEA.

Order of Lifelong Learning in Ohio

This award provides recognition to qualified Association members upon their retirement from their role in continuing higher education at a member institution.

Criteria

1. Must have completed a minimum of five (5) years of meritorious full-time appointment in continuing higher education at a member institution of OCHEA.
2. Must have been a member of OCHEA during the past two years prior to reassignment or retirement from active service.
3. Must have retired or have been reassigned within the college or university from the continuing education office or have been impacted by reduction in force in the academic year preceding designation as Fellow in the Order of Lifelong Learning in Ohio.
4. Must be endorsed by the chief administrator of continuing education on the campus OR be nominated by an OCHEA member and have a letter of support from one additional OCHEA institution.

Special Achievement Award

The Special Achievement Award recognizes individuals or organizations providing outstanding and visionary leadership to further enhance the goals of continuing education or OCHEA. Recipients of the award might include government officials, agencies, organizations or administrators who, through their actions, have had an important impact on continuing education on the state level or OCHEA.

Criteria

1. Does not qualify for another honor or award of OCHEA.
2. May or may not be members of OCHEA, but may not be a currently elected officer.
3. May not be nominated by their own colleagues at his/her institution or organization.
4. Each nomination shall be accompanied by at least three (3) additional letters of support from individuals who are in a position to verify the nominee's actions as having impacted some aspect of continuing education on a state level or OCHEA.

Honorary Member

OCHEA's Constitution in Article II, Section 6 provides for the election of individuals recognized for their significant contributions to the cause of continuing higher education in Ohio. Honorary membership accords a non-voting and non-dues status to those so elected.

Criteria

1. A candidate for Honorary Membership must be recommended by five (5) OCHEA members, two of whom must be institutional representatives.