

**NAKPEHE OFFICER/COMMITTEE CHAIR REPORT FORM**  
**Progress Report**

**(September, 2008)**

**Report #: 7.1**

**Name of Office/Committee:           Awards Committee**

**Person Submitting Report:           Mike Metzler**

Progress Report/Tasks Completed:

1. The Chair of the Awards Committee distributed a call for nominations for the 2009 NAKPEHE distinguished Scholar, Service, and Administration Awards to the entire membership in July of 2008. Follow up reminders were sent in August and September.
2. The Chair sent the nominations file to be added to the NAKPEHE web site for access by members there.
3. Nominations are due to the Chair on September 15. The Chair will distribute the nominations to the Awards Committee members shortly after that, and convene the committee by email and conference call to determine the selections.

Suggestions for Future Plans Related to this Office/Committee

1. Work with the Technology Committee to develop a fully on-line process for submitting nominations and supporting materials for these three major awards.

Action Required by Board:   None at this time

Budget Implications:           None at this time