11/2021

**ACS470 Academic Undergraduate Scholarship Committee**

A. Status: Special Committee

B. Composition and Tenure:

 The Committee consists of the Chair plus 3 members (one representing ASA, one representing CSSA, and one representing SSSA).

 The term of office for members is three years.

 The Chair serves for one year, is automatically appointed, and will rotate societies each year, among the current committee representatives, starting in 2022 with ASA, 2023 CSSA, 2024 SSSA. Chairs are not eligible for reappointment.

C. Functions:

 1. To encourage nominations for this scholarship.

 2. To become familiar with the Guidelines, Criteria, and Procedures for this scholarship and review and recommend changes as needed.

 3. To evaluate nominations and to select the most outstanding recipient for the scholarship.

D. Procedure:

 1. The ACS Headquarters Office, using the online awards system, provides the nominations to the Committee members and provides guidance, developed by the committee, on the scoring/ranking to be followed. The Chair transmits any special instructions to members.

 2. The Chair does not vote, unless in the case of a tie, then votes to break the tie.

 3. The Chair reports the results of the Committee’s selection process to the Headquarters office.

 4. The Chair submits an annual report as requested by the Society, indicating the number of applicants nominations and the name of the recipient.

E. Presidential Responsibilities:

 The ASA, CSSA, SSSA President’s:

 1. Separately appoint their member representative to replace those whose terms expire.

 2. Cooperates with the Committee in its activities, as appropriate or in response to need.

 3. Notifies the Committee directly or via the General Awards Chair of all deadlines on award selection, annual report, etc.

 4. Receives and takes action directly, or by referring to the ASA, CSSA, SSSA Executive Committee and/or Board of Directors, as appropriate, all suggestions and/or recommendations for action from the Committee.

F. (In Progress – To be Determined by Committee) Draft Description of Scholarship:

The scholarship is provided to a meritorious undergraduate student pursuing a career in agronomic, crop, or soil, science. The scholarship consists of a certificate and a monetary award. Funding is administered by the Agronomic Science Foundation.

G. (In Progress – To be Determined by Committee) Draft Eligibility Requirements:

 Draft Criteria -Applicants must meet the following criteria:

* + 1. The applicant must be an undergraduate and pursuing a career in the agronomic, plant or soil sciences.
		2. The applicant must have earned a 3.0, or above, cumulative grade point average at the time the application is submitted.
		3. Applications must demonstrate community and campus leadership activities, particularly in agriculture or environmental/natural resources.
		4. Applicants may self-nominate for this scholarship.

I. Scoring or Ranking Procedure:

Each member of the committee ranks the applicants in order from 1 to n (the number of applicants). The scholarship recipient is the applicant receiving the lowest score. The Chair may vote if there is a tie in the ranking round of voting. The scholarship need not be presented in a given year if it is judged that the applicants do not meet the criteria.

J. Revising Guidelines or Procedures:

The scholarship committee may recommend changes or revisions relative to the criteria, description, selection process of recipients, etc., for this scholarship. All recommendations must be approved by the ASA, CSSA, SSSA Executive Committee before said recommendations may be implemented. It is preferable to submit recommendations through the Society Awards Chair; however, recommendations may be submitted through the President or directly to the Executive Committee.

K. Ties and Deadlocked Committee:

 The chair of this committee will break any ties during the voting process.