



**Ohio Society of Professional Engineers**  
 400 South Fifth Street, Suite 300  
 Columbus, Ohio 43215-5430  
 614-223-1144  
 800-654-9481 (OH)  
 ospe@ohioengineer.com (E-Mail)

- **All award deadlines are listed below.**
- **Weekend deadlines are due by 5:00 p.m. the following business day.**
- **Five copies of nomination must be submitted to OSPE for each award.**
- **All presentations will take place at the OSPE Annual Convention.**
- **Awards are plaques unless otherwise specified.**
- **Please note: Award nominees advancing to National competition may be required to be members of NSPE according to NSPE's rules.**

## **CALENDAR OF AWARD NOMINATIONS**

*Check the NSPE web site for a list of their awards and deadlines.*

Star Chapter Recognition Program .....	December 1
OSPE Young Engineer of the Year Award .....	December 1
NSPE Fellow Membership Status Application .....	December 1
OSPE Citation .....	February 1
Meritorious Service Award .....	February 1
Outstanding Engineering Student Award.....	February 1
Outstanding Engineering Educator Award.....	February 1
Outstanding Engineering Achievement Award .....	February 1
Overall National Engineers Week Observance Award .....	March 31
OSPE Uncommon Engineer Award.....	March 31
Legislator of the Year Award.....	March 31
Professional Engineering Management Award.....	March 31
Ohio New Product Award .....	March 31

# STAR Chapter Recognition Program Application

To gain STAR Chapter Recognition, a chapter can earn points accumulating toward the stars by showing participation in the following programs every fiscal year (July 1 to June 30). *Please note:* only OSPE chapter functions can count toward the total, not engineering coalition organizations, and chapters can not split points in any category for incomplete goals. Chapters receiving OSPE convention registration(s) are expected to use them for the benefit of early stage professionals, in the following fiscal year.

Chapter Points	Possible Points	Chapter Qualifying Activity
_____	15	<b>Educational / Networking Events:</b> Hold at least 3 educational seminars or networking events during the fiscal year. ( <i>“Joint meetings” with technical groups like ASCE or IEEE, or with coalition events like CES, TST, Engineers Clubs, etc., are excluded. These need to be OSPE Chapter events for the exclusive benefit of OSPE members and guests.</i> )
_____	10	<b>Newsletter:</b> Publish a regular newsletter or e-newsletter at least four times.
_____	10	<b>ShareOhio:</b> Make an unrestricted chapter donation (\$100 minimum) to EFO’s General Fund in support of operating costs by one of two ways: organize a fundraiser for EFO <i>or</i> make a donation to EFO.
_____	15	<b>Membership Campaign:</b> Conduct a membership campaign or host TelOhio calling.
_____	15	<b>Membership Increase:</b> Chapter enjoyed an increase in dues-paying members over the prior fiscal year (July 1-June 30) in the following categories: “member” and “licensed member.”
_____	2	<b>Family/Social Event:</b> Hold at least one fun family or social event.
_____	5	<b>OSPE &amp; EFO Board Meetings:</b> OSPE director & EFO trustee attend 3/4 of board meetings.
_____	3	<b>OSPE Annual CPD Conference:</b> At least two members from your chapter attend.
_____	3	<b>Legislative Day at the Statehouse:</b> At least two members from your chapter attend.
_____	3	<b>ELI or Fall CPD Conference:</b> At least one member from your chapter attends.
_____	5	<b>Invite</b> at least one OSPE or EFO state-level officer (not from your chapter) to your chapter to speak.
_____	3	<b>Legislator Visits:</b> Host a state legislator from your chapter area at least once in a chapter function where he/she is the main program (not at the Capitol).
_____	4	<b>Leadership Retreat:</b> Send your chapter president or president-elect to the Retreat.
_____	5	<b>Participate in EFO’s programs:</b> MATHCOUNTS, Imagine Engineering Coloring Contest.
_____	2	<b>EFO Scholarships:</b> Submit at least one scholarship application to EFO.
_____	<b>100</b>	<b>TOTAL POINTS</b>

Earning Your Chapter’s Recognition Stars:

- ★ ★ ★ ★ ★ = **81-100 Points** Earns your chapter a 5-Star “Superior” Recognition Certificate!  
*Plus . . . 1 Free OSPE Convention Registration,\* Picture in OhioEngineer.*
- ★ ★ ★ ★ = **61-80 Points** Earns your chapter a 4-Star “Excellent” Recognition Certificate!  
*Plus . . . 1 Free OSPE Convention Registration.\**
- ★ ★ ★ = **41-60 Points** Earns your chapter a 3-Star “Commendable” Recognition Certificate!  
*Plus . . . 1/2 Off one OSPE Convention Registration.\**
- ★ ★ = **21-40 Points** Earns your chapter a 2-Star “Minimum” Recognition Certificate.
- ★ = **1-20 Points** Earns your chapter a 1-Star “Development” Recognition Certificate.

**To the OSPE President:**

Having attained \_\_\_\_\_ points, the \_\_\_\_\_ Chapter certifies that it has earned \_\_\_\_\_ Recognition Stars in prior fiscal year ending June 30, \_\_\_\_\_. (The application deadline is December 1 annually.)

Chapter President \_\_\_\_\_ Date \_\_\_\_\_

\* Free OSPE Convention registrations are to be awarded to young engineers with leadership potential who have not attended the convention before, not current chapter board members or key volunteers or members who have attended before.

# OSPE YOUNG ENGINEER OF THE YEAR AWARD

## Explanation/Description

Presented in recognition of outstanding professional accomplishments of Ohio's young engineers.

## Qualifications/Method of Selection

Any NSPE member in good standing (Professional Engineer or Engineer-in-Training) who is age 35 or under as of January 1 preceding the annual meeting when the award is to be presented, is eligible for nomination.

The OSPE Awards Committee makes the selection of the winning candidate based on the following criteria: scholastic, professional society, technical society, civic and humanitarian activities; engineering work, accomplishments and continuing competence; technical papers and patents. *Accomplishments in the state of Ohio are most important in the evaluation.*

## Presentation

The award shall be presented following approval by the OSPE Executive Committee.

## Nomination Format

Nominations should be made on the prescribed form located in the "Nomination Forms" section of this booklet. The nomination must come through a chapter.

## Evaluation Criteria

Educational and Collegiate Achievements .....	12%
Professional Society Activities .....	15%
Technical Society Activities .....	12%
Civic and Humanitarian Activities .....	12%
Continuing Competence .....	12%
Engineering Achievements .....	25%
Professional Experience .....	12%

## OSPE CITATION

### Explanation/Description

This is the highest honor the Ohio Society of Professional Engineers bestows upon an engineer. The OSPE Citation is presented annually to an Ohio engineer with distinguished leadership in the engineering profession and in appreciation of selfless devotion to the highest ideals of service to society and to fellow man; and for sustained contributions to the technical and professional aspects of the engineering profession.

### Qualifications/Method of Selection

The recipient shall be a Professional Engineer, preferably registered in Ohio. He/she shall not be a director of OSPE nor an officer of any chapter at the time the award is made. He/she shall not be a candidate for election to public office nor shall, at the time the award is made, hold an elected public office.

Candidates for this award shall exhibit professional integrity beyond question; possess a professional reputation which is more than local in character; and promote the professional, technical and social interests of engineers.

If the nomination is based upon inventions or upon development of new processes, there shall be assurances that such inventions or processes are established or proven sound.

If evaluation by the OSPE Awards Committee produces one or more deserving nominees, the most deserving nominee shall be submitted to the OSPE Executive Committee for approval.

### Presentation

The citation shall be presented following approval by the OSPE Executive Committee.

### Nomination Format

Any chapter or member may submit a nomination, which shall include biographical information, detailed factual data supporting the nomination, and a draft of the proposed citation. There is **no standard nomination form** for this award, and nominations are open from the OSPE membership. A formal letter of recommendation is requested, and should contain biographical data, references, history of accomplishments, awards, honors, publications, education, community involvement, opinions and views, etc.

## MERITORIOUS SERVICE AWARD

### Explanation/Description

This award is presented on the basis of service to OSPE at both the chapter and state levels and for outstanding contributions to the goals and objectives of OSPE.

### Qualifications/Method of Selection

Any voting member of OSPE, except members of the OSPE Executive Committee, may be nominated for this award.

One award shall be presented each year at the discretion of the OSPE Executive Committee.

Award shall be limited to an eligible member who is currently active in his/her chapter or who has been so in the year preceding the voting on the award. However, emphasis should be placed on continuous meritorious service over a longer period of time.

### Presentation

The award shall be presented following approval by the OSPE Executive Committee.

### Nomination Format

There is **no standard nomination form** for this Award, and **nominations can be made only by a member of the OSPE Executive Committee**. A formal letter of recommendation is requested, and should be accompanied by a complete outline of meritorious service, biographical data, references, history of work experience, education, awards, honors, activities, community involvement, etc. The president may, by himself, or upon discretion of the Executive Committee, appoint a committee from the OSPE Executive Committee to further investigate any or all of the nominations.

# OUTSTANDING ENGINEERING STUDENT AWARD

## Explanation/Description

The award is presented to an engineering student from an ABET-accredited Ohio engineering school.

## Qualifications/Method of Selection

Nominations shall be made by an engineering faculty advisor or dean. The nominee must be a full-time undergraduate or graduate student at an accredited school of engineering in the state of Ohio. The student must have completed the junior year in undergraduate school.

The OSPE Awards Committee makes the selection of the winning candidate, basing its judgement on the following criteria: scholastic achievement, participation in professional, technical, and other college activities. ***It is preferred that the outstanding activities be completed at an Ohio school.***

## Presentation

The award shall be presented following approval by the OSPE Executive Committee.

## Nomination Format

Nominations should be made on the prescribed form located in the "Nominations Forms" section of this booklet. The nomination must come through a chapter.

## Evaluation Criteria

Academic Achievement .....	35%
Technical Society Involvement .....	25%
Professional Society Involvement.....	20%
Contributions to Fellow Students.....	10%
Community Service .....	10%

# OUTSTANDING ENGINEERING EDUCATOR AWARD

## Explanation/Description

This award is presented to a member of the engineering faculty of an ABET accredited engineering program in a school in Ohio.

## Qualifications/Method of Selection

Nominations shall be made by the **dean of the engineering school**. The educator shall have at least five years of experience subsequent to graduation from an accredited engineering school and must be teaching an engineering course during the current term. The nominee must have been employed at the school of the nominating dean for at least three years and accomplishments at that institution and in Ohio are most important in the evaluation.

## Presentation

The award shall be presented following approval by the OSPE Executive Committee.

## Nomination Format

Nominations should be made on the prescribed form located in the "Nomination Forms" section of this booklet. The nomination must come through a chapter.

## Evaluation Criteria

Education Degrees .....	2%
Special Scholastic Honors.....	3%
Membership in Honorary Societies.....	3%
Teaching Experience .....	15%
Other Engineering Faculty Assignments .....	10%
Professional Registration.....	8%
Professional Experience.....	8%
Research .....	15%
Papers, Publications & Patents .....	5%
Presentations.....	5%
Outside Activities, Organizations .....	4%
Community Involvement Programs & Accomplishments .....	4%
Awards & Recognition .....	10%
Recommendations by Dean of Engineering .....	8%

# OUTSTANDING ENGINEERING ACHIEVEMENT AWARD

## Explanation/Description

This award is presented in recognition for outstanding engineering accomplishments in manufacturing, construction or design, or combinations thereof.

## Qualifications/Method of Selection

The nominated projects must have been completed during the calendar year preceding the award presentation. Overseas projects, even if created by American companies, are not eligible. Local chapters may submit nominations for projects that are not located within the chapters geographic area.

## Presentation

The award shall be presented following approval by the OSPE Executive Committee.

## Nomination Format

Nominations should be made on the prescribed form located in the "Nomination Forms" section of this booklet. The nomination must come through a chapter.

In a concise but thorough manner, state the overall and engineering requirements of the project, type of construction, cost and other pertinent data. Include one or more black and white, glossy photographs (or diagrams) for illustrative purposes or to aid in evaluation of data. Also, in a short paragraph (written for laymen), state why the nomination should be considered as an Ohio engineering achievement. Then support this claim using engineering technology. **THIS IS THE MOST IMPORTANT SECTION OF THE NOMINATION.**

## Evaluation Criteria

Project Description .....	20%
Project Merit, Value, Worth .....	60%
Documentation (Photos, Diagrams, News Items, etc.).....	20%



# OVERALL NATIONAL ENGINEERS WEEK OBSERVANCE AWARD

## Explanation/Description

This award is presented to the chapter that excels in its week long program to promote the engineering profession and educate the community of the true meaning and purpose of National Engineers Week.

## Qualifications/Method of Selection

Recognition for outstanding achievement, combining all events of National Engineers Week into a smooth, effective and harmonious function. Nominations should include information on chapter participation, how many non-chapter individuals were involved, and the various committees involved in hosting a successful National Engineers Week observance.

## Presentation

The chapter award is presented annually.

## Nomination Format

Nominations must be made in concise, relevant terms on the prescribed nomination form. Describe the planning, programs, publicity, coordination and various committees and individuals involved in hosting a successful National Engineers Week observance. Additional supporting data, press clippings, photographs, etc., may be submitted.

## Evaluation Criteria

Member Involvement and Participation in Observance .....	20%
Support of Theme .....	20%
Public Awareness of Observance .....	20%
Community Leader Involvement in Observance.....	20%
Observance Planning Efforts .....	20%

**Note: The size of the chapter membership and the community served will be given consideration in the determination of scores.**

## OSPE UNCOMMON ENGINEER AWARD

### Explanation/Description

This award recognizes distinguished service to the engineering profession; devotion and commitment to the state society and local chapter; high standards of professionalism; and guidance in the role of a team player.

### Qualifications/Method of Selection

Any OSPE member may nominate a candidate. The candidate must be a registered PE and must be a member in good standing of OSPE.

Nominations must be submitted to the OSPE office and addressed to the OSPE president. Only one copy of the nomination is necessary. The president will choose one award winner.

### Presentation

The award is presented annually.

### Nomination Format

There is **no standard nomination form** for this Award. A formal letter of recommendation is requested, and should be accompanied by a **complete outline** of service, biographical data, references, awards, honors, activities, community involvement, etc. and evidence of the same.

## OSPE LEGISLATOR OF THE YEAR AWARD

### Explanation/Description

This award recognizes a state legislator who has given significant support to the engineering profession, allowing the profession to maintain its commitment to the health, safety and welfare of the public.

### Qualifications/Method of Selection

Any OSPE member may nominate a candidate. The candidate must be a member of the Ohio House of Representatives or Ohio Senate. Nominations must be submitted to OSPE. The award shall be presented following approval by the OSPE Executive Committee.

### Presentation

One award is presented each year at OSPE's annual meeting.

### Nomination Format

There is **no standard nomination form**. A formal letter of recommendation is requested. The letter should be accompanied by a **summary** of the candidate's legislative support.

## PROFESSIONAL ENGINEERING MANAGEMENT AWARD

### Explanation/Description

This award recognizes leadership, organizational and management skills in an engineering environment.

### Qualifications/Method of Selection

Nominations must be submitted to the OSPE office and addressed to the OSPE president. Only one copy of the nomination is necessary. The president will choose one award winner.

### Nomination Format

There is **no standard nomination form** for this Award.

## OHIO NEW PRODUCT AWARD

### Explanation/Description

This award recognizes the benefits that come from the research and engineering of new products and the results of engineers' efforts and the foresight of their firms. Three firm size categories are available.

### Qualifications/Method of Selection

Anyone may nominate a firm as a candidate. The firm must have developed a product, machine, process or material that was primarily developed and manufactured in Ohio.

Nominations must be sent to OSPE. Judging is performed by the OSPE-PEI Awards Committee.

### Presentation

The award is presented annually.

### Nomination Format

Contact OSPE-PEI for a **New Product Award application**.

**\* Phone and fax numbers and E-Mail address are on the front of this manual.**



**NSPE-OH™**

**Awards Program  
Nomination  
Forms**

# INSTRUCTIONS FOR COMPLETING YOUNG ENGINEER OF THE YEAR NOMINATION

- Application must be signed and dated by the candidate.
- Submitter should attach supporting data or extra information coded by the Section letter and title which it supports.
- Applications should be typed.
- Application must be cleared through OSPE since only one nomination per state will be accepted for the NSPE award.
- If the applicant is selected to represent OSPE on the national level, it will be necessary to submit additional copies and 3 black & white photographs.
- Return applications, with seven copies, by the deadline listed, to:

**Ohio Society of Professional Engineers  
400 South Fifth Street, Suite 300  
Columbus, Ohio 43215-5430**

## THE INFORMATION FOR EACH ITEM LISTED BELOW SHOULD APPEAR ON A SEPARATE PAGE

- 1) **Educational and Collegiate Achievements** – Include advanced degrees (give date, major, institution, and GPA for each), honorary societies (give society and office held), scholastic awards, organizations (give name of organization and office held) and other activities.
- 2) **Professional Society Activities** (national, state and chapter level) – List offices held, committee assignments, and awards at each level.
- 3) **Technical Society Activities** – List offices held and committee assignments.
- 4) **Civic and Humanitarian Activities** – List offices held and committee assignments.
- 5) **Continuing Competence** – List graduate studies (give course and date), short courses and seminars, and papers published (give article, journal and date).
- 6) **Engineering Achievements** – Include current position title, company or institution; responsibilities, number of subordinates, annual budget, and accountability of the nominee's position, function, nature of challenge; patent applications and awards.
- 7) **Professional Experience** – Include dates of employment, employer/location, description of duties.

# YOUNG ENGINEER OF THE YEAR

\_\_\_\_\_  
(year)

Candidate \_\_\_\_\_

Date of Application \_\_\_\_\_ State/Chapter \_\_\_\_\_

Birthdate (Month/Day/Year) \_\_\_\_\_

NSPE Membership Number \_\_\_\_\_

Home Address \_\_\_\_\_  
\_\_\_\_\_

Registration \_\_\_\_\_ Classification \_\_\_\_\_ State \_\_\_\_\_ Registration Number \_\_\_\_\_

Basic Degree \_\_\_\_\_ Designation \_\_\_\_\_

Graduation Date \_\_\_\_\_ Major \_\_\_\_\_

Institution \_\_\_\_\_ GPA \_\_\_\_\_

Candidate's Signature \_\_\_\_\_

State Sponsor \_\_\_\_\_

State Officer or Chairman \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_

Sponsoring State Representative's Signature \_\_\_\_\_



2. Membership in Honorary Societies

<u>Society</u>	<u>Highest Position Held</u>
_____	_____
_____	_____
_____	_____
_____	_____

3. Practical Experience Within Profession (Briefly describe part-time or prior full-time work that was of an engineering nature, emphasize original work.)

4. Status of Engineering Registration
- \_\_\_\_\_ Applied to take examination
  - \_\_\_\_\_ Passed EIT exam
  - \_\_\_\_\_ Registered Professional Engineer

5. Original Research (Applicable primarily to graduate level students. Describe major original research projects and results; list the titles of any publications concerning these activities.)

**D. OUTSIDE ACTIVITIES**

1. Non-professional and non-technical organizations

<u>Organization</u>	<u>Offices Held</u>
_____	_____
_____	_____
_____	_____
_____	_____

2. Activities (Describe major accomplishments of student in any of these organizations, such as reorganization of student government, or community charity work.)



**E. OTHER PERTINENT INFORMATION OR DATA**

**F. RECOMMENDATIONS** (Describe student's qualities, capabilities, and accomplishments that you feel most qualify him/her for being named an outstanding engineering student.)

1. Advisor

2. Dean of Engineering

# OUTSTANDING ENGINEERING EDUCATOR OF OHIO

Submitted by: \_\_\_\_\_

OSPE Chapter: \_\_\_\_\_

Date: \_\_\_\_\_

## **A. PERSONAL DATA**

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Married: \_\_\_\_\_ Children: \_\_\_\_\_ Ages: \_\_\_\_\_

## **B. EDUCATION (Undergraduate, Graduate, Post Graduate)**

College & Location

Degree

Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1) Special Scholastic Honors:

2) Membership In Honorary Societies:

Society

Office

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**C. TEACHING EXPERIENCE**

<u>Course Title</u>	<u>Description</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**D. OTHER ENGINEERING FACULTY ASSIGNMENTS**

**E. REGISTRATION**

PE (if EIT, so indicate):

<u>State</u>	<u>Date</u>	<u>Number</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**F. PROFESSIONAL EXPERIENCE**

(Describe practical engineering experience gained and/or achievements with industry, engineering firms, government, professional and technical engineering societies.)

**G. RESEARCH**  
(Describe type of original research and results.)

**H. PUBLICATIONS, PAPERS, PATENTS**

**I. PRESENTATIONS**

<u>Title</u>	<u>Society/Place</u>	<u>Date</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



# OUTSTANDING ENGINEERING ACHIEVEMENT AWARD

## PERSONAL DATA

Chapter Submitting Nomination: \_\_\_\_\_

Chapter Representative: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

## PROJECT

Name: \_\_\_\_\_

\_\_\_\_\_

Location: \_\_\_\_\_

## PROJECT REPRESENTATIVE (For each company or public agent involved in the project)

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

\* \* \*

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

**OUTSTANDING ENGINEERING ACHIEVEMENT  
AWARD**

**DESCRIPTION OF PROJECT** (Provide a detailed summary of project using engineering terminology.)

(Attach additional information.)

**PROJECT MERIT, VALUE, WORTH**

(Attach additional information.)

**ATTACH PHOTOGRAPHS, DIAGRAMS, AND MAGAZINE OR NEWSPAPER ARTICLES.**

# NOMINATION FOR OVERALL NATIONAL ENGINEERS WEEK OBSERVANCE AWARD

**A. CHAPTER DATA**

Chapter Submitting Nomination: \_\_\_\_\_

Representative Submitting Nomination: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

**B. CHAIRPERSON DATA**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Date of National Engineers Week Observance: \_\_\_\_\_

**C. DESCRIBE THE EVENTS HELD DURING NATIONAL ENGINEERS WEEK INCLUDING THE PLANNING, PUBLICITY, AND VARIOUS COMMITTEES AND INDIVIDUALS INVOLVED.**

Attach this description.

**D. DESCRIBE HOW THE EVENTS RELATE TO NATIONAL ENGINEERS WEEK AND HOW THEY BENEFIT THE ENGINEERING PROFESSION.**

Attach this description.

**E. INCLUDE SUPPORT DATA SUCH AS PHOTOGRAPHS, PRESS CLIPPINGS, ETC.**

Attach this data.

**F. SUBMIT 7 COPIES OF THIS NOMINATION TO OSPE BY THE DEADLINE LISTED.**