

THE OLD GUARD EARLY CAREER AWARD

ABOUT AWARD

The Old Guard Committee established this award in 1994 to further their committee goal - "to help early career engineers bridge the gap between college and a professional life bring that individual closer to the activities of ASME" and provide encouragement through a substantial financial incentive for early career engineers who actively involve themselves in their profession, their communities, and the work of the Society.

ELIGIBILITY

The applicant must be a current ASME Member who has received a baccalaureate degree in Mechanical Engineering no less than four (4) years and no more than six (6) years before the application deadline, **February 1** annually. **See the chart for eligible graduation dates.**

Deadline Year	Graduation Dates must fall between:
February 1, 2012	February 1, 2006 – February 1, 2008
February 1, 2013	February 1, 2007 – February 1, 2009
February 1, 2014	February 1, 2008 – February 1, 2010

JUDGING

The Old Guard Committee shall be the sole judge for the nomination review process, in association with the approval of the Committee on Honors and Awards. The award will be made at an appropriate function during the ASME International Mechanical Engineering Congress and Expositions. All contestants will be notified by July 1st each year.

The Old Guard Committee reserves the right to discontinue the award if it is not achieving the purpose for which it was created. Also, the committee has the right to waive the award of one or more prizes in the event that the submissions are of insufficient merit.

AWARD

A Grand Prize of \$5,000 cash, plus the annual ASME Membership dues paid for life will be awarded to the successful candidate. Two Runner-Up Prizes of paid memberships for life may also be awarded. All three-prize winners would receive a plaque as a commemorative gift.

DEADLINE

February 1st of each year for award is the deadline to be presented at the following ASME International Mechanical Engineering Congress and Expositions.

SUBMISSIONS

Nominations will be accepted at any time throughout the year. Those received by **February 1st** will be considered for the award presented at the following ASME International Mechanical Engineering Congress and Expositions.

All nominations should be accompanied by supporting documentation (per the instructions and criteria indicated below) along with the provided nomination form. The completed nomination packet should not exceed 25 pages and emailed to Cheryl Hasan at earlycareerengineers@asme.org, Subject line: Old Guard Early Career Award Nomination.

For additional information contact Cheryl Hasan at 212-591-8239 or e-mail hasanc@asme.org.

INSTRUCTIONS ON HOW TO NOMINATE FOR AN ACHIEVEMENT AWARD

1. NAME OF HONOR/AWARD

2. DATE: Give the date the nomination is sent to ASME Headquarters.

3. NOMINEE: Give full name, ASME membership grade, position held, address and citizenship (optional).

4. CITATION: Give a 35-40 word summary of nominee's qualifications.

Remarks: The citation is the heart of the NOMINATION. It lists the nominee's achievements, which must be supported in the statement of qualifications that follow. The citation should attract the interest of the members of the review committee.

5. NOMINATOR(S): List names and committee connections.

Remarks: Also give professional and business connections of nominators. To avoid potential conflicts of interest, participation of nominators and references that have a monetary relationship with, or are immediate superiors of, a nominee is strongly discouraged.

6. REFERENCES: Submit reference letters from at least four, but not more than five, references well acquainted with the nominee's qualifications as they relate to the requirements of the award.

Remarks: *At least two of the reference letters must be members of ASME and no more than one should come from the nominee's organization.* To avoid potential conflicts of interest, participation of nominators and references that have a monetary relationship with, or are immediate superiors of, a nominee is strongly discouraged. If the nominators are close professional or business associates of the nominee, make sure that the references include names of those outside the immediate associates of the nominee.

7. QUALIFICATIONS: Give complete statements of the specific ways in which the nominee meets the requirements for the honor. Please remember that the judges of your nominee have nothing on which to base their judgment except the facts in your NOMINATION. The statement of qualifications should be a narrative summary with heavy emphasis on the accomplishments that make the nominee worthy of the honor. It should be readable from the first word to the last, written in the active voice. *It should be clear and succinct, yet complete.*

In some cases, the statement of qualifications may be written around the chronological steps in a nominee's career. Such a treatment permits a simpler biographical statement required in item #10.

Frequently, publications or patents of the nominee provide important facts about the nominee's achievements and may be brought into the argument in this section of the nomination rather than separately under publications and patents below.

8. PUBLICATIONS: List no more than 15 in approximate order of significance and comment on the most important up to a maximum of 5.

The books and articles written by the nominee are frequently his/her only visible output. A chronological list of fifty or one hundred books and papers produced by the nominee may frequently have little relation to the achievements of the nominee. **The purpose of the Committee on Honors in requesting a list of only 15 publications and having comments on a maximum of 5 is to require the nominator to point to those publications which support the nominee's achievements and establish the claim to the honor for which he/she is nominated.** As stated above, the quoting of publications to substantiate the nominee's achievements may best be handled under Qualifications, leaving under Publications only a short statement about the number of publications produced and giving a general listing of the subjects covered.

9. U.S. AND FOREIGN PATENTS: List no more than 15 in approximate order of significance and comment on the most important up to a maximum of 5, using the same procedures described for publications.

10. BRIEF BIOGRAPHY: Give birth date and place, citizenship (optional), education, positions held, honors, ASME activities and participation in other engineering societies.

In listing positions held, include directorships of civic activities and industrial corporations. For a nominee having many honors, those honors should be included that support the achievements for which the individual is being nominated.

Selection Criteria

Candidates for the awards will have accomplishments in some, if not all, the categories that follow:

- ASME Participation
 - Professional Attainments
 - Educational Progress
 - Community Service
 - Awards and Honors
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- To substantiate accomplishments in the various categories, the candidate's application should include as appendices copies of news articles, announcements, confirming letters, degrees, certificates, etc.
 - Suggestions of activities appropriate for inclusion in each category and the relative weights to be used in judging are given in the paragraphs that follow.
 - Participation in ASME affairs will be given greatest weight in comparing candidates for the award. A point total up to 40 shall be assigned this category. Serving at the section level as an officer or committee member, providing support for a meeting or conference, assisting in the development of codes and standards, holding a regional office or committee assignment, and participation as an accreditation team member are examples of the kind of participation to be considered.
 - Second in importance in comparing applicants will be professional attainments. A point total up to 30 shall be assigned this category. Examples of attainments to be given consideration are registration as a professional engineer, progress toward licensing by successful completion of the Fundamentals of Engineering examination, publication of papers in refereed journals, promotions in the work place, and the creation of intellectual property that is recognized by patents or copyrights.
 - Educational progress shall be assigned a point total up to 10. To be evaluated are achievement of, or progress toward, and advanced degree, attendance at technical conferences and meetings, and participation in continuing education programs offered by reputable purveyors.
 - A point total up to 10 shall be assigned for community services. Such services include, but are not limited to, Boy/Girl Scouts, Big Sister/Brother, volunteer firefighter, political activity, military service, volunteering in schools and hospitals supporting community Arts & Recreation programs, charitable service to public health & welfare organizations and the wide array of non-profit community groups, etc.
 - Any honors and awards earned by the applicant shall be recognized by assigning a point total up to 10. Included in this category are awards for suggestions at work, citations in newspapers, fellowships and scholarships, employee of the week (month or year) awards, and ASME honors and awards. ASME honors and awards received after the applicant is awarded a baccalaureate degree in Mechanical Engineering will be given the greatest weight in evaluating an applicant.

NOMINATION FORM for THE OLD GUARD EARLY CAREER AWARD

1. NAME OF AWARD The Old Guard Early Career Award

2. DATE Submitted _____ Received _____
(To be filled in by ASME)

3. FULL NAME OF NOMINEE _____

ASME Membership or Grade of Nominee _____ Date of Birth _____

Nominee's Current Position _____

Nominees Address _____

(Indicate whether home or business) _____

Nominee's Citizenship (optional) _____

4. CITATION/TITLE (35-40 word summary of nominee's qualifications. Since it is Society policy not to give more than one award for a given set of achievements, do not make the citation so overarching that future awards are precluded.)

5. NOMINATOR(S) (Name(s), ASME committee connections, professional acquaintanceships)
At least one nominator is required.

6. REFERENCES (Names and addresses of the four or five individuals acquainted with nominee's qualifications and requirements of the award who have written the attached letters. **Please be advised that the Committee will not consider more than five reference letters**). The nominator can also serve as a reference and provide a letter.

7. **QUALIFICATIONS:** Give complete statements of the specific ways in which the nominee meets the requirements for the honor. Be sure to support all claims made on the individual's accomplishments.
8. **PUBLICATIONS:** List no more than 15 in approximate order of significance and comment on the most important up to a maximum of 5. Please cite those publications, which specifically support the nominee's achievements and establish a claim to the honor for which the individual is nominated. If there are no publications, please so indicate.
9. **PATENTS:** List no more than 15 in approximate order of significance and comment on the most important up to a maximum of 5. As with the publications, please cite those patents, which specifically support the nominee's achievements and establish a claim to the honor for which the individual is nominated. In the event that the nominee holds no patents, please so indicate.
10. **BRIEF BIOGRAPHY:** Give birth date and place, citizenship, education, positions held, honors, ASME activities, and participation in other engineering societies. In listing positions held, include directorships of civic activities and industrial corporations. For a nominee having many honors, those honors should be included that support the achievements for which the individual is being nominated.