2024 BEYA STEM Awards
Nominations Overview

Thursday, June 8, 2023
1:00 PM EDT
Agenda

• Why nominate?
• What are the categories?
• Completion Guidelines
• What documentation is required?

• How do I submit the nomination?
• When are the nominations due?
• How will the awardee be recognized?
• Questions
Why nominate?

- **Recognition**
  - Internal and external recognition of your top performers
  - External recognition of the work your organization does
  - Raising the profile of your organization as an employer of choice amongst women, racial, and ethnic minority groups.

Jared C. Gavin
2023 Dr. James W. Mitchell Legacy Awardee
Why nominate?

- **Retention**
  - Allows you to keep your “A” players
  - Morale boost
  - Employees will feel better about the companies they work for when external recognition opportunities exist

Dr. Paige Brown
2023 Professional Achievement in Government Awardee
Why nominate?

• **Representation**
  - Promote better access of women and ethnic minority groups to STEM careers by showing them what it take to get hired, and to keep moving upward in their organizations
  - Nominees are often inspired to mentor other people

**Brandon McCleese**
2023 Modern-Day Technology Leader
What are the categories?

- Peer-reviewed Awards
  - Nominated internally
  - Vetted externally
  - Recognized externally

- Outstanding Achievement Awards
  - Nominated internally
  - Vetted internally
  - Recognized externally
What are the categories?

- **Peer-reviewed Awards**
  - Reviewed by selection committee
  - Presented at the HBCU Engineering Deans’ Recognition Event and the BEYA Awards Ceremony

- **Outstanding Achievement Awards**
  - Not reviewed by selection committee
  - Presented at the Technology Recognition Event
Categories List

- **Peer-reviewed Award Categories:**
  - Career Achievement (22 or more years of exp.)
  - Community Service
  - Dave Barclay Affirmative Action
  - Educational Leadership – College-Level Promotion of Education
  - Educational Leadership – Corporate Promotion of Education
  - Educational Leadership – K-12 Promotion of Education
  - Entrepreneurial Leadership
  - GEM Outstanding Young Alumnus/GEM Student Leadership
  - Most Promising Engineer
  - Most Promising Scientist
  - Outstanding Technical Contribution
  - Professional Achievement (21 or fewer years of exp.)
  - Research Leadership
  - Senior Investigator
  - Senior Technology Fellow
  - Student Leadership

- **Outstanding Achievement Award Categories:**
  - Modern-Day Technology Leader
  - Science Spectrum Trailblazer
What about the Black Engineer of the Year?

• Considered to be a discretionary award
• Discretionary awards are a type of peer-reviewed award
• Cannot nominate for discretionary awards including Black Engineer of the Year
• There are other discretionary awards including but not limited to:
  • Chairman’s Award
  • Deans’ Award
  • Legacy Awards
  • Lifetime Achievement Award
  • President’s Award
  • Pioneer Award
  • Visionary Award

Dr. Colin Parris
2023 Black Engineer of the Year
Completion Guidelines

- Incomplete nomination packages will not be accepted.
- Once submitted, nomination packages will be reviewed for accuracy.
  - If package requirements are missing, nominator will be contacted and must provide the missing documents by deadline
What documentation is required?

- Cover Page
- Table of Contents
- Cover Letter/Reason for Nomination*
- Nomination Form*
- Current biography or resume*
- Full job description or CV
- Organizational Chart
- Papers and articles by and about the nominee
- Letters of recommendation
- Other significant supporting materials
- Recent photograph*

* = Required for Outstanding Achievement Award Package
What documentation is required?

• Cover Page
  • This should contain:
    • The conference name and year
    • Name and title of the nominee
    • Nominee's organization's name
    • The award category

• Table of Contents
  • Lists all the items required and the page numbers where each item begins
What documentation is required?

• Cover Letter/Reason for Nomination
  • A one to two-page letter clearly stating why the candidate should be recognized in the selected award classification
  • Must be in a letter format from the nominator
  • As it is a letter, it must be signed (electronic signature is permissible)
  • Required for OAAs

• Nomination Form
  • Must have an accurate mailing address
  • You must type or print the form legibly
  • Must be signed either physically or electronically by the nominator listed on the form
  • Required for OAAs
What documentation is required?

- Current biography or resume
  - All crucial decisions, career changes, community involvement, etc. should be concisely detailed in a one to two-page document
  - This is the place to tell the nominee's story
  - Required for OAAs

- Full job description or CV
  - Full job description should distinguish the nominee and give scope to their position, including budget and management capacity (if applicable)
  - CV should be all-encompassing and help to tell the story
What documentation is required?

• Organizational Chart
  • Gives the selection committee an idea of where the nominee fits within his or her department or organization

• Papers and articles by and about the nominee
  • Nominators are requested to enclose a brief summary highlighting the main points of each article
  • Include only the abstracts of the papers. No need to include the entire paper.
What documentation is required?

• Letters of Recommendation
  • Letters from inside and outside the organization that speak to the value of nominee’s contributions in the field

• Other Significant Supporting Materials
  • Include personal history information explaining the candidate’s background, struggles and achievements, awards or certificates received, patents received or pending.
What documentation is required?

• Recent photograph
  • Professional full or quarter-body shots are preferred over headshots
  • Digital photographs ONLY
  • High-resolution only
  • Minimum 300 dpi resolution
  • EPS, JPEG, or TIFF format
  • Minimum size 5”x7”
Cover of 2023 USBE

Cover Story
How do I submit the nomination?

• All nominations are submitted electronically at www.CCGHeroes.com
• DO NOT mail physical copies of the nomination package to us
• Self-nominations are not accepted
• Always follow your organization’s policies for recognition
• International submissions are accepted
• All communication and notification will go out through email from nominations@ccgmag.com
• Do not submit the same person for both a peer-reviewed award and an outstanding achievement award
When are nominations due?

• **August 31, 2023:** Peer-reviewed award nominations are due
• September 6-18, 2023: Selection panel meets virtually to select award recipients for peer-reviewed award categories
• **October 1, 2023:** Outstanding achievement award nominations are due
• October 23-27, 2023: Formal notification letters sent to nominators
• October 30-November 3, 2023: Formal notification letters sent to awardees
• November 10, 2023: Registration opens
• February 15-17, 2024: Awards are presented at the BEYA STEM Conference in Baltimore, MD
How will the awardees be recognized?

• Peer-reviewed Award:
  • Award will be handed to the awardee on-stage at the event where they will be recognized.
  • Once the awardee receives confirmation of recognition:
    • The production team will be in contact to work with them on remarks.
    • The editorial team will be in contact to confirm the write up for the *US Black Engineer & Information Technology* magazine article.
How will the awardee be recognized?

• Outstanding Achievement Award:
  • All physical certificates and pins will be available at the registration desk for pick-up beginning on Thursday, February 15, 2024.
• Recognition:
  • Technology Recognition Event – Friday, February 16, 2024
  • All awardees will be recognized in person. There will no longer be the opportunity to send in a video for recognition.
Do’s and Don’ts

• **Do** begin working on the nomination as early as possible and pace yourself.
• **Do** work with a team if possible.
• **Do** tailor the package for the specific award category.
• **Do** ensure all documentation is complete and appropriately signed before uploading.
• **Do** clearly label all parts of the nomination package.

• **Don’t** submit a recycled nomination package or recommendation letters.
• **Don’t** change the nominator across presented forms.
• **Don’t** mail in a nomination package.
Need help?

For assistance during this process, feel free to reach out to us

Email: nominations@ccgmag.com

Phone: 410-244-7101

Facebook: @BEYASTEM
Twitter: @BlackEngineer
Instagram: @BEYASTEM
LinkedIn: BEYA STEM Conference
YouTube: CCG Media