



Guidelines for AAEOY Award Nomination and Selection

1. General Qualifications:

- The **nominator** must be an employee of a corporation, company, government agency, organization, or an individual that resides, or with a branch office residing, in the United States.
- The **nominee** must be an engineer, scientist, educator, or corporate/government leader who has made exemplary contributions or provided commendable support to the engineering and science community and/or the public welfare. The **nominee** must be a US citizen or a US permanent resident of Asian descent. • Please complete the AAEOY Award Nomination Form for each Nominee.
- Once selected, the awardee must be present at the ceremony to receive the award.

2. Basic Evaluation Criteria:

The AAEOY has three award categories and each individual can only be nominated to one award category. The AAEOY Award Committee will evaluate the qualification of each nominee based upon the following criteria:

	Weight
Professional achievements	40%
Impact of professional accomplishments	30%
Community services	30%

When nominating an awardee, please provide the necessary information according to the selection criteria:

• Professional achievements:

- The current and previous professional employment including the name and location of each company or institution and the nominee's position, responsibility (e.g., staff supervisions and handling of annual budget) and accountability (e.g., Job functions and challenges).
- Provide a summary for up to 10 prominent science, engineering or management responsibilities that the nominee is/was principally responsible for, and the nominee's role and impact on each of these assignments.
- Services to professional societies and committees including his/her positions and assignments in a reverse chronological order.

• Impact of professional accomplishments:

- **Asian American Executive of the Year Award**
 - List of the activities led by the nominee who laid the foundation for the evolution of the next generation in engineering, technology products or services.
 - List of the policies and activities led by the nominee who fostered the holistic development and wellbeing of the organization.

- **Asian American Engineer of the Year Award and Asian American Most Promising Engineer of the Year Award**
 - List of technical publications, keynote speeches, patents and honor awards in a reverse chronological order.
 - Include statements of global impact and exemplary significance of the nominee's professional accomplishments to the engineering/scientific profession.
- **Community services:**
 - Nominee's services to the community and to their contributions to society. List his/her position and assignments in reverse chronological order. Attach statements of significance for all services rendered to the community.

3. Specific Criteria:

- **Asian American Engineer of the Year Award**

The nominee must be a well-established engineer or scientist having strong project leadership responsibility. This individual should have **more than 15 years of experience** in his/her technical field with significant contributions. A nominee will be evaluated on the following criteria:

- Uniqueness of his/her accomplishments
- Level of technical responsibilities
- Disciplines established for his/her performance
- A technical role model for his/her organization
- Leadership and upward career mobility
- Involvement in community activities

- **Asian American Most Promising Engineer of the Year Award**

This is an award to recognize a professional engineer or scientist with **less than 15 years of experience** who has demonstrated significant accomplishments indicating a promising career. Nominees will be evaluated on the following criteria:

- Professional and technical achievements
- Uniqueness and/or innovation of contributions to his/her organization
- Demonstration of strong leadership and/or taking initiative ability
- Potential for career advancement
- Involvement in community activities

- **Asian American Executive of the Year Award**

A nominee must be an upper-level manager and a well-established individual who has large department and budget responsibilities. This individual should have **more than 20 years of leadership experience**. Executive excellence will be evaluated on the following criteria:

- Activities led by the nominee who laid the foundation for the evolution of the next generation in engineering, technology products or services
- Policies and activities led by the nominee who fostered the holistic development and wellbeing of the organization
- New engineering, technology products or services created and developed
- Disciplines established for his/her performance
- Overcoming obstacles of minorities in his/her field and organization
- Involvement in community activities

4. Instruction for AAEOY Award Nomination Form and Package Submittal:

The Award Nomination Form should be typed. The nominator is responsible for ensuring the nominee accepts the nomination and attends the award ceremony.

The Nomination Package should include the following:

- The AAEOY Award Nomination Form
- A statement: typically 3-10 pages detailing how the nominee exemplifies the criteria. •

Nominee Bio:

- Include a one-sentence Nominee Accomplishments Citation following the Examples below.
- A half-page (~ 300 words) nominee biographical profile to be published in the AAEOY Award program. The profile should reflect and support the Citation.
- Include an electronic 3"x5" photograph (dressed professionally from head to shoulder) of the Nominee in the Nomination Package. Photographs should be in PDF, TIF or JPG format with 600 dpi or better resolution. This photo will be enlarged to create awardee poster.

Examples of Nominee Accomplishments Citation:

The nominator should provide a one-sentence citation that captures the essence of the nominee's achievements.

1. Asian American Engineer of the Year Sample Citations

- Nominee (Example 1)
Pioneering contributions in direct numerical simulation of turbulence-chemistry interactions in combustion and mentorship of next generation of computational scientists
- Nominee (Example 2)
Original and sustained contributions to the art and science of electronic cooling and exemplary contributions to industry-university collaborative research

2. Asian American Most Promising Engineer of the Year Sample Citation

- Nominee (Example 3)
Rising technical leader and principal investigator for next generation supercomputing architecture

3. Asian American Executive of the Year Sample Citation

- Nominee (Example 4)
Sustained leadership and strategic vision in the development and support of manufacturing & engineering and exceptional service to the engineering materials community