

CAREERS COMMITTEE

- **PSA Student Recruitment Award (odd years)**
 - **Alltech Student Research Manuscript Award**
- Kimberly A. Livingston**, Chair (2021)
 Curran Gehring (2021)
 Wilmer J. Pacheco (2023)
 Manpreet Singh (2023)
 Zachary T. Williams (2023)
 John B. Carey, *ex officio*, voting (Alltech Award only)
 Robert L. Taylor, Jr., *ex officio*, voting (Alltech Award only)
 Kayla R. Price, Alltech Representative, non-voting
 Lisa R. Bielke, Board Liaison

BOARD OF DIRECTORS' LIAISON:

Lisa R. Bielke
 Ohio State University
 1459 Summerlin Dr.
 Wooster, OH 44691-5919
 Work Phone: (479) 387-7681
 Email: bielkel@osu.edu

COMMITTEE CHARGES:

- Develop and implement a career-enhancing proprietary network of member services
- Identify needs and future professional development opportunities for members
- Develop and implement means to educate young professionals on how to obtain research funding
- This committee is responsible for providing leadership to high school and college students in the area of career information through participation in various youth activities nationally, in accordance with Section F of the Appendix to the PSA Constitution (below).
- The committee also oversees selection of a recipient of the **PSA Student Recruitment Award** (during odd years) and **the Alltech Student Research Manuscript Award** according to the guidelines and schedules given below.
- Provide a recommendation to the PSA board by the mid-year meeting on whether the current level of award (\$200) is appropriate for the Student Recruitment Award and if a different level of award should be considered.

CONFLICT OF INTEREST:

- If a committee member or a current student of a committee member is nominated for either award or if a committee member has nominated someone for either award, the chair asks the committee member to step down until after the winner has been named and the Board Liaison serves as a voting member.

SUMMARY OF IMPORTANT DEADLINES AND INSTRUCTIONS:

June and July: First Vice-President contacts committee chair and names new committee members.

August and September: President charges committees.

November and December: *Committee members* under the direction of the chair should ***actively recruit award nominees***.

December 1: *Chair provides* a written report to Board Liaison giving number of nominations received to date; this initial report to the Board is for information only and is not binding.

March 1: *Deadline* for posting nomination applications on electronic submission site. *Chair reminds* committee members to begin the review process.

April 1: Deadline for Chair to submit award recipient name and recommendations to Sam Shafer, Communications Specialist (sam.shafer@poultryscience.org).

April 15: Deadline for approval of recommendations, and if an issue is forthcoming, the PSA Board of Directors will vote on Committee's recommendations; in most cases this is a *pro forma* action.

May 1: Chair contacts winner(s) and nominator(s) to determine if candidates accept. **Chair instructs** candidates to submit – **by May 15** – their Social Security Number (SSN), electronic biography, and digital picture for poster presentation at the meeting and for publication in *Poultry Science* to Sam Shafer, Communications Specialist (sam.shafer@poultryscience.org).

- **Format** for digital photo: 300 dpi in Tiff or pdf. If a photo must be scanned, the original photo should be a clear headshot (of at least 2 x 3 in), labeled on the back with award and candidate name, mailed to the PSA office.

May 1: Once the recipient has accepted, **Chair notifies** all nominators of unsuccessful candidates and, where appropriate, encourages re-submission the following year.

May 15: Deadline for biography and picture to be sent by award winner. **Deadline** for final written report to Board Liaison for presentation at the summer Board of Directors Meeting.

July: Award sponsor (if not available, Committee Chair) announces award winner at the Awards Banquet. The award announcement and presentation are **restricted to two minutes**.

Director. of Business Operations

Jon A. Cole
4114C Fieldstone Road
Champaign, IL 61822
Work Phone: (217) 356-5285
Fax: (217) 239-6644
jon.cole@poultryscience.org

Communications Specialist

Sam Shafer
4114C Fieldstone Road
Champaign, IL 61822
Work Phone: (217) 356-5285
Fax: (217) 239-6644
sam.shafer@poultryscience.org

RELEVANT INFORMATION FROM THE APPENDIX TO THE PSA CONSTITUTION:

(r) Poultry Science Association Student Recruitment Award

The Poultry Science Association's Student Recruitment Award, administered by the Careers Committee of PSA and consisting of \$200 and a plaque, will be given in odd-numbered years to an individual who, through the use of innovative methods, has significantly improved the recruiting program of a respective department, college, or university. Any person is eligible, including past recipients after a period of five years has elapsed. Nominations for the award can be made by any person knowledgeable about the nominee's recruitment activities. A letter of nomination along with supporting materials should be submitted electronically via the PSA awards website by March 1 prior to the Annual Meeting at which the award is to be given. Supporting materials should consist of a brief biography of the nominee(s), a detailed description of recruiting activities, and trends in a department's undergraduate enrollment for the preceding five to ten years.

(a) Alltech Student Research Manuscript Award

- (1) The Student Research Manuscript Award Committee shall consist of seven members with two or three members being replaced each year. The Editors-in-Chief of *Poultry Science* and *The Journal of Applied Poultry Research* will serve as ex officio voting members. Committee members should represent to the extent possible the subject areas of both journals.
- (2) The award of \$500 and a certificate will be given to a student for the presentation and the publication as senior author of an outstanding research manuscript.
- (3) Only students awarded Certificates of Excellence for research paper presentations at an Annual Meeting of the Poultry Science Association will be invited by the Program Committee to compete for this award during one of the subsequent two years after receiving

- the Certificate of Excellence. Only papers published in or submitted to *Poultry Science* or *The Journal of Applied Poultry Research* will be considered in selecting the recipient of this award; submitted manuscripts must have been deemed acceptable for publication by the Editor-in-Chief of the respective journal prior to the decision by the committee.
- (4) A single manuscript and/or a reprint of a published paper prepared on the subject of the award winning presentation will be submitted electronically no later than March 1 following either of the two annual meetings held after the Certificate of Excellence was awarded. Materials submitted for the award will be evaluated for the quality of the research and writing.
- (5) Scoring: The following scoring system is used for judging:
- a. **Abstract (20%):**
 - i. The reason this study was conducted
 - ii. Brief statement of methods and design
 - iii. What were the findings
 - iv. Brief take-home conclusion (or discussion)
 - b. **Introduction (15%):**
 - i. Introduce research question
 - ii. The background information of the research and adequate references cited
 - iii. State the hypotheses/objectives to be investigated
 - c. **Methods (15%):**
 - i. Were proper methods used
 - ii. Describe research methods and designs in enough detail for judging its validity and replication
 - iii. Appropriate statistical tests and sample size
 - d. **Results (20%):**
 - i. Clearly presented data
 - ii. Were the figures and tables necessary and adequate
 - iii. The appropriate statistical analysis
 - iv. Were the figures and tables correctly presented (clear and self-explanatory)
 - e. **Discussion (30%):**
 - i. Presents the principle, relationships, and generalization of the results
 - ii. Clear description of the meaning and importance of the results
 - iii. Were the study findings discussed in the context of previously published reports
 - iv. Were the limitations (exceptions) of the study discussed
 - v. Were the conclusions reasonable

SAMPLE LETTER (Sent by Chair of Committee):

To all 2017 and 2018 Award Winners of Certificates of Excellence:

Congratulations on your excellent presentation at the 2017 or 2018 Poultry Science Association Annual Meeting! You are now qualified to compete for the 2019 Alltech Student Research Manuscript Award. We encourage your submission of a manuscript to *Poultry Science* or *The Journal of Applied Poultry Research*. Please follow the instructions below as outlined in the PSA Constitution.

Relevant information from the PSA Constitution:

- (a) Alltech Student Research Manuscript Award
 - (1) The Student Research Manuscript Award Committee shall consist of seven members with two or three members being replaced each year. The Editors-in-Chief of *Poultry Science* and *The Journal of Applied Poultry Research* will serve as ex officio voting members.

Committee members should represent to the extent possible the subject areas of both journals.

- (2) The award of \$500 and a certificate will be given to a student for the presentation and the publication as senior author of an outstanding research manuscript.
- (3) Only students awarded Certificates of Excellence for research paper presentations at an Annual Meeting of the Poultry Science Association will be invited by the Program Committee to compete for this award during one of the subsequent two years after receiving the Certificate of Excellence. Only papers published in or submitted to *Poultry Science* or *The Journal of Applied Poultry Research* will be considered in selecting the recipient of this award; submitted manuscripts must have been deemed acceptable for publication by the Editor-in-Chief of the respective journal prior to the decision by the committee.
- (4) A single manuscript and/or a reprint of a published paper prepared on the subject of the award winning presentation will be submitted electronically no later than March 1 following either of the two annual meetings held after the Certificate of Excellence was awarded. Materials submitted for the award will be evaluated for the quality of the research and writing.

Sincerely,

_____, Chair
Alltech Research Manuscript Award Committee
Address
Contact Information