

**COLLEGE OF AGRICULTURAL, HUMAN, AND NATURAL RESOURCE SCIENCES AND
WSU EXTENSION
AWARDS IMPORTANT DATES – 2008-09**

DATE	ACTIVITY	WHERE	WHO
Sept. 10	Announcement of Undergrad. Research Proposal	Hulbert 423	Academic Programs
Sept. 30	Announcement for Faculty/Staff Nominations: Prescreening Letters -- Faculty/Staff Awards for Advising, Extension, Individual Integration, R.M. Wade Teaching, Research, Team Interdisciplinary & Staff – clerical, technical, & AP	Hulbert 423	Academic Programs
Sept. 30	Call for Dean's Honor Roll	Hulbert 423	Academic Programs
Oct. 3	Undergrad. Research Project Proposals Due	Hulbert 423	Students/Faculty
Oct. 3	Awards Theme and Colors Due	Hulbert 423	Student Senate
Oct. 15	Welcome Letter from Student Senate Chair for Awards Program booklet	Hulbert 423	Senate President
Oct. 15	Pictures and write-ups from Student Clubs Due	Hulbert 423	Student Clubs
Oct. 21	Faculty/Staff Nomination Letters Due	Hulbert 423	Departments.
Oct. 28	Faculty/Staff Nomination Letters to Committee	Hulbert 423	Academic Programs
Oct. 31	Tentative Announcement for Undergraduate Research Project Recipients	Hulbert 423	Academic Programs
Nov. 3	Deadline for Dean's Honor Roll		Departments
Nov. 6	Ranking Sheets from Committee Re: Faculty/Staff Nominations Due in Academic Programs	Hulbert 423	Awards Committee
Nov. 12	Pictures from ALL Undergraduate Research Award Recipients Due (Options are: Vet Biomedical Communications Unit – departments pay with IRI. If dept uses digital pictures, must be high quality. If sent electronically, put name in subject line to academic@cahnrs.wsu.edu)	BioMed Com. Unit or Depts. High Quality Digital Pictures	Send to Academic Programs --VERY CRITICAL THAT PICTURES ARE TAKEN BY THIS DATE TO MEET PUBLICATION DATE
Nov. 14	Academic Programs Announces Identified Faculty/Staff Nominees, Requests Full Packets (due Jan. 9, 2009)	Hulbert 423	Academic Programs
Dec. 5	Announcement for Student Nominations: >Aggie of the Year Student Award >Family & Consumer Scientist of the Year Student Award >Outstanding Junior - Agriculture >Outstanding Junior – Human Sciences >Freshman of the Year Award	Hulbert 423	Academic Programs
Dec. 5	Announcement for Outstanding Senior Award	Hulbert 423	Academic Programs
Jan. 6	Student Nomination Letters Due from Dept. Not required for Freshman of the Year or Outstanding Senior	Hulbert 423	Departments
Jan. 7	Call for Dean's Honor Roll	Hulbert 423	Academic Programs

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DATE	ACTIVITY	WHERE	WHO
Jan. 9	Students notified by Acad. Programs of Nomination	Via email	Academic Programs
Jan. 9	DEADLINE for FACULTY/STAFF AWARD PACKETS >R. M. Wade Teaching Award >CAHNRS Advising Excellence Award >Faculty Excellence - Extension >CAHNRS Faculty Excellence – Research >Faculty Excellence Award for Research – Extension Integration >Faculty Excellence Award for Integration of Research, Teaching, and Extension >CAHNRS Faculty Interdisciplinary Team Excellence Awards >CAHNRS Technical Staff Excellence Award >CAHNRS Clerical/Fiscal Staff Excellence Award >CAHNRS AP Staff Excellence Award	Hulbert 423	Academic Programs <u>Nomination Packets will not be accepted after this date.</u>
Jan. 15	Deadline for Students to Accept or Decline whether to complete Nomination Packet	Hulbert 423	Academic Programs
Jan.15/16	Faculty/Staff Packets Distributed to Committee	Various	Academic Programs
Jan. 20	CALL for NOMINATIONS: > Student Club Displays for Banquet > Superior Club > Banquet Emcee	Hulbert 423	Academic Programs
Jan. 28	Faculty/Staff Packets Returned by Committee	Hulbert 423	Academic Programs
Jan. 30	DEADLINE for STUDENT PACKET SUBMISSIONS >Aggie of the Year Student Award >Family & Consumer Scientist of the Year Student Award >Outstanding Junior – Agriculture >Outstanding Junior – Human Sciences >Freshman of the Year Award	Hulbert 423	Academic Programs <u>Nomination Packets will not be accepted after this date.</u>
Jan. 30	Deadline for Nomination Form for Outstanding Senior	Hulbert 423	Academic Programs
Feb. 5	Student Packets Distributed to Committee	Various	Academic Programs
Feb. 9	Deadline for Dean’s Honor Roll	Hulbert 423	Academic Programs
Feb. 10	Pictures from ALL Nominees Due (Options are: Vet Biomedical Communications Unit – departments pay with IRI. If dept uses digital pictures, must be high quality. If sent electronically, put name in subject line along with name of award nomination to academic@cahnrs.wsu.edu)	BioMed Com. Unit or Depts. High Quality Digital Pictures	Send to Academic Programs --VERY CRITICAL THAT PICTURES ARE TAKEN BY THIS DATE TO MEET PUBLICATION DATE
Feb. 17	Emcee Packet Due	Hulbert 423	Academic Programs
Feb. 18	Student Packets Returned by Committee	Hulbert 423	Academic Programs
Feb. 26	Program Copy to Printer	Bulletins	Academic Programs
Mar. 3	Galley Proof of Program Sent to Departments for Review	Hulbert 423	Academic Programs

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DATE	ACTIVITY	WHERE	WHO
Mar. 5	Deadline for Changes to Awards Program	Hulbert 423	Academic Programs
Mar. 9	Final Awards Program Copy to Printer	Bulletins	Academic Programs
Mar. 13	Deadline for Application: CAHNRS Superior Club	Hulbert 423	CAHNRS Student Senate
Mar. 20	Deadline for Club Display Application (and competition)	Hulbert 423	CAHNRS Student Senate
Mar. 18 – Apr. 1	Ticket Sales Begin March 18 – April 1 Available in Dept. Offices across campus; after April 1, only available from Academic Programs Office	Dept. Offices	Academic Programs, Depts., CAHNRS Student Senate
Mar. 25	Banquet Script from CAHNRS Student Senate President and Emcee	Hulbert 423	Jeanne Dahmen
Apr. 3-4	Set Up Undergraduate Research & Creative Projects (URCP) before Reception	Ensminger Pavilion	Clubs/ URCP Awardees
Apr. 4 3:00-4:00	Undergraduate Research Projects' Poster Show	Ensminger Pavilion	Clubs/ URCP
Apr. 4 - 4:00 p.m.	Awards Banquet	Ensminger Pavilion	
Apr. 4	AWARD ANNOUNCEMENTS: >CAHNRS Advisor Excellence Award >CAHNRS Faculty Excellence - Extension >CAHNRS Faculty Excellence - Research >Faculty Excellence Award for Integration of Research, Teaching, and Extension >R. M. Wade Teaching and Learning Award >CAHNRS Staff/AP Excellence Awards >CAHNRS Team Excellence Award >Aggie of the Year Student Award >Family & Consumer Scientist of the Year Student Award >Outstanding Seniors >Outstanding Junior - Agriculture >Outstanding Junior – Human Sciences >Freshman of the Year Award >CAHNRS Club Display >Dean's Honor Roll >CAHNRS Superior Club >Scholarship Recipients & Donors >Undergrad. Research & Creative Project Poster Display	CAHNRS Annual Awards Banquet Ensminger Pavilion	Dean and Designated Representatives
Apr. 6	Removal of Club Displays & Posters Get Key from Academic Programs	By 5:00 p.m.	Clubs and URCP Awardees