**National Alumni Association, Incorporated**

A State and Land-Grant University

University System of Georgia



**Fort Valley State University**

1005 State University Drive - Fort Valley, Georgia 31030-4313

**THE FORT VALLEY STATE UNIVERSITY**

**NATIONAL ALUMNI ASSOCIATION, INC.**

**HALL OF FAME GUIDELINES**

The purpose of the Fort Valley State University National Alumni Hall of Fame is: “to honor and perpetuate the memory of those individuals who through participation, contributions, support and/or interest, have brought recognition, honor and distinction to themselves and the Fort Valley State University.”

CATEGORIES of the Fort Valley State University (FVSU) National Alumni Hall (NAA) of Fame are: 1) Education, 2) Business, Community Service, 4) Health Science, 5) Law, 6) Politics, 7) The Arts, 8) Athletics; 9) Military, and 10) Blue and Gold (General Category).

* 1. CRITERIA FOR MEMBERSHIP IN THE FVSU NATIONAL ALUMNI HALL OF FAME

The Hall of Fame Committee will accept as nominees those persons who satisfy the following qualifications:

* + 1. A Hall of Fame nominee must be an active financial member of the FVSU National Alumni Association, Inc. at the time of his/her nomination. A financial member is a life member, regular member, or associate member who has been a dues paying member for a minimum of each of the past five (5) years, or who has a previous history of regular and/or substantial financial or material support to the University or the National Alumni Association, or who has brought documented national or international acclaim to one or both units.
		2. Candidates must be nominated by a financial active member or by a chapter of the FVSU National Alumni Association, Inc.
		3. A person may be nominated at any time, either beginning fifteen (15) years after receiving the Bachelor’s, Master’s or Doctorate degree, or fifteen (15) years after his/her class would have graduated from the Fort Valley State University.
		4. Nominations shall be made annually. To be considered, nominees not selected may be re-nominated during the next year.
		5. Nominee must demonstrate that he/she made significant contributions to the progress and development of his/her community and the Fort Valley State University. NOTE: Examples must be supplied such as certificates, letters, etc. Documentation must come from the source of activity, service or long term involvement.
		6. A nominee must be of outstanding quality, high moral character, integrity, and held in high esteem by his/her colleagues.
		7. A nominee must receive 75% of total points on a 100% rating scale to be recommended for induction into the Alumni Hall of Fame.
	1. THE FVSU ALUMNI HALL OF FAME COMMITTEE

Selection of membership in the FVSU Alumni Hall of Fame will be done by a member body, known as the Hall of Fame Committee of the FVSU National Alumni Association, Inc.

* + 1. The Hall of Fame Committee will consist of the following:
			1. President of the National Alumni Association;
			2. Senior Director of Alumni Services;
			3. President of the Student Government Association;
			4. A representative from the Faculty Senate; and
			5. One active financial member from each of the Districts within the NAA, selected by members of that district.
		2. Conditions for Membership on the Hall of Fame Committee:
			1. No less than two-thirds (2/3) of the Committee must be FVSU Alumni
			2. All committee members must be financial members (Except SGA President)
			3. Ex-officio member slots will be filled automatically. All other members will serve for a three-year term, beginning December 1st of the year selected by the National Alumni Board and ending November 30th of the second year; after which the new National Alumni Board will select a new committee.
			4. Members who are selected will serve for one 3-year term.
			5. After sitting out for at least one 3-year term, a member may serve for another 3-year term.
		3. The Hall of Fame Committee shall meet at least twice each year. A quorum is necessary to transact business for all meetings; however, there should be on-going communications between committee members, when needed. A quorum is defined as 51% of total committee members.
		4. Committee deliberations are privileged information and must not be discussed with non-committee members until the Committee makes their final written nomination report to the NAA Board for approval.
		5. A member of the Hall of Fame Committee who becomes a nominee for the Hall of Fame, or whose spouse or relative is a nominee, cannot be present and cannot participate in the discussion or voting pertaining to such nominee. NOTE: There shall be no conflict of interest from the committee membership.
		6. The maximum number of inductees into each category of the Hall of Fame is limited to one (1) per year. If there is more than one nomination for any category, the nominator(s) should be encouraged to re-nominate that candidate’s name the following year. There can be as many as 10 qualified nominees in a year (one per category).
		7. The Hall of Fame Committee must submit its recommendations for the Hall of Fame induction(s) forty-five

(45) days prior to the National Spring Alumni Meeting in the form of a written report to the Office of Alumni Services, which must be presented by the Senior Director of the Office of Alumni Services at the National Alumni Board Meeting that immediately follows the Senior Director’s receipt of the Hall of Fame recommendations.

* + 1. The Board of Directors of the FVSU National Alumni Association will ratify or reject recommendations made by the Hall of Fame Committee at the Annual Spring National Meeting. The Hall of Fame Committee Chairperson will be immediately informed of the NAA Board’s decision(s) in writing.
		2. It is the responsibility of the Office of Alumni Services to communicate to the nominator(s) the results of their application (nomination) prior to Hall of Fame Banquet.
	1. AWARDS

Awards for the FVSU Alumni Hall of Fame will consist of the following:

* + 1. A plaque that will be presented to each inductee.
		2. An 11”x14” framed picture (portrait) of each inductee which will be placed in the Alumni Hall of Fame room.
	1. CAUSES FOR REMOVAL OF MEMBERS FROM THE HALL OF FAME COMMITTEE

The NAA President, with approval from the NAA Executive Board, may remove Committee Members for the following reasons/circumstances:

* + 1. Acting in a manner which brings embarrassment to Fort Valley State University.
		2. Failure to totally support the ideals and standards of Fort Valley State University.
		3. Failure to attend Hall of Fame Committee meetings during selection of inductees, either in person or by telephone.
		4. Violating the conflict of interest rules.
	1. CAUSES FOR REMOVAL OF INDUCTEES FROM THE HALL OF FAME
		1. Acting in a manner which brings embarrassment to Fort Valley State University.
		2. Failure to totally support the ideals and standards of Fort Valley State University.

Mail completed nomination packets, postmarked no later than

 April 5, 2019 to:

Dr. Marian Smith

FVSU NAA, Inc. Hall of Fame

P. O. Box 4030

Fort Valley, GA 31030

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