

**PHI THETA KAPPA  
FLORIDA REGION AWARDS  
GENERAL GUIDELINES  
2004**

**DEADLINE TO MS. BARKER IS OCTOBER 4, 2004.**

1. Awards are divided into three categories: Creative, Individual and Chapter. Each written entry must be single-spaced and typed in standard font.
2. All **entries must be received in three copies** with the Awards Cover Sheet attached. Each cover sheet must be signed by the chapter president and an advisor indicating that the materials have been reviewed. Entries submitted without the required signatures will not be judged. **In addition, send on a disk with clearly marked files, all the chapter's submissions. Use MS Word or RTF.**
3. Nominations for the Most Outstanding Chapter President and Most Outstanding Member, as well as all entries in the Chapter Awards category, must be written in the following format: opening paragraph(s), a supporting list of activities, and a closing paragraph. These nominations cannot be more than four pages in length. One page of original photographs per entry may also be included as support material. No other materials may be submitted, including newspaper and magazine articles/photos.
4. Essay, poetry and short story entries have no length requirement.
5. Art and speech entries will be judged at the Regional Convention. However, anyone entering these two categories must pre-register with an Awards Cover Sheet. Speech entries also require a preliminary outline. All other entries will be pre-judged.
6. Regional dues must be current for a chapter to be eligible to compete for regional awards or offices. Also, to compete for chapter awards, each chapter must have submitted material to the Communications Chapter for two different issues of the Florida regional newsletter during the 2003-2004 Florida calendar year.
7. Entries for the Most Outstanding Alumnus Award and Distinguished Service Award must be received by the Regional Coordinator before or during the 2004 Florida Leadership Conference, **September 17-18, 2004**. If mailing, send to:

Connie LaMarca-Frankel, Florida Regional Coordinator  
Phi Theta Kappa Society  
Pasco-Hernando CC - East Campus  
36727 Blanton Road  
Dade City, FL 33525

8. Entries other than the Most Outstanding Alumnus Award and Distinguished Service Award must be received by October 1, 2004 and mailed to:

***Jeb Blackburn  
Phi Theta Kappa Advisor  
Tallahassee Community College  
444 Appleyard Drive, SU 154  
Tallahassee, FL 32304***

Entries received after **October 1, 2004** will not be judged.

#### **ADDITIONAL INFORMATION**

- The Florida calendar year runs from October 1, 2003 through September 30, 2004.
- Provisional members are not eligible for the awards competition. Only those persons who have been reported to the International Headquarters as Phi Theta Kappa members prior to October 1, 2004 are eligible (according to the induction date on the Official Report of New Members Form).
- Awards in the Chapter Awards category have Honors Institute scholarships. However, a chapter may receive at most only one Honors Institute scholarship no matter how many awards are received overall. Thus, if a chapter was selected a Distinguished Chapter and received the Fellowship Hallmark Award, for instance, only one Honors Institute scholarship would be given to that chapter even though it indicates that one is given for each.
- Yearbooks are not judged at the Florida Convention. However, chapters are encouraged to bring their yearbooks to the convention for display. Please notify the Florida Convention host chapter, Chi Epsilon, if your chapter intends to do so.
- Judges for the art and speech entries will be determined by the Florida Convention host chapter, Chi Epsilon.
- Judges for the award entries will be advisors/regional coordinators from outside the Florida Region.
- Judges will be instructed to deduct points for those entries that do not follow the General Guidelines.
- Judges may consider correct grammar, spelling and punctuation in the selection process. Therefore, make sure all written materials are reviewed thoroughly.

**Immediately complete the Awards Package Verification Form and mail to the Rho Tau advisor, Jeb Blackburn, to let us know that your chapter has received the 2004 Florida Awards Package.**

## CREATIVE AWARDS

### SPEECH

Eligibility: Only one person per chapter may enter the speech competition. The speaker must be the author of the speech. The person must be an active member at the time of the Florida Regional Convention. The speeches will be presented and judged at the convention. However, anyone entering this category must pre-register by using the Awards Cover Sheet and submitting a typed preliminary outline. Only the first twelve entries will be eligible.

Content: The speech must be on the **2004-2006 Honors Study Topic, "Popular Culture: Shaping and Reflecting Who We Are."** A typed detailed outline, in three copies, must be submitted to the judges prior to the speech delivery. The outline must be titled with the name of the speaker, chapter and college. Be sure that there is a clear thesis statement included in the outline.

Delivery: The maximum time limit for each speech is five (5) minutes. **THE TIME LIMIT WILL BE STRICTLY OBSERVED.** The speaker should use appropriate eye contact, gestures, and expression indicative of good public speaking skills. In addition, the speaker should be professional in appearance. The speaker **MUST** be the author of the speech.

Award: A plaque and a \$100 prize for one (1) winner.

### ESSAY

Eligibility: Any member active during the Florida calendar year (October 1, 2003 through September 30, 2004) may submit one (1) essay. A chapter may submit up to three (3).

Content: The essay must be on the **2004-2006 Honors Study Topic, "Popular Culture: Shaping and Reflecting Who We Are."** The thesis should be clear and supported with relevant details. There is no length requirement.

Award: A plaque and a \$100 prize for one (1) winner.

### POETRY

Eligibility: Any member active during the Florida calendar year may submit one (1) poem. A chapter may submit up to three (3).

Content: The poem must be an original work of the entrant. There is no length or topic requirement.

Award: A plaque for one (1) winner.

## **SHORT STORY**

Short Story has been divided into two categories: Fiction and Non-Fiction.

Eligibility: Any member active during the Florida calendar year (October 1, 2003 – through September 30, 2004) may submit one (1) short story. A chapter may submit up to three (3).

Content: The short story must be an original work of the entrant. There is no length or topic requirement.

Award: A plaque for one (1) winner.

## **MUSIC**

Eligibility: Any member active during the Florida calendar year (October 1, 2003 through September 30, 2004) may submit one (1) music entry. A chapter may submit up to three (3).

Content: The entry must be an original composition. Instrumentation is open and may include any combination of band, orchestral, or electronic instruments and/or voices. The entry must include both an accurate written score and a cassette recording of the work. The cassette recording must be clearly identified with the composer's name, chapter and college. There is no length or topic requirement.

Judging: Compositions will be judged on originality, performability and accuracy of score.

Award: A plaque for one (1) winner.

## **ART**

Eligibility: Any member active during the Florida calendar year (October 1, 2003 through September 30, 2004) may submit one (1) art entry. A chapter may submit up to three (3). Anyone entering this category must pre-register by using the Awards Cover Sheet.

Content: The entry must be an original work of art in any medium, including but not limited to painting, drawing, sculpture, ceramics and photography. Large, bulky works should be avoided.

Judging: Compositions will be judged on concept, design and originality at the Regional Convention. There is no topic requirement.

Award: Plaques for up to five (5) winners.

## **INDIVIDUAL AWARDS**

### **MOST OUTSTANDING CHAPTER PRESIDENT**

Eligibility: The nominee must have been an active chapter president within the Florida calendar year (October 1, 2003 through September 30, 2004). Only one president per chapter may be nominated for this award.

Content: In four pages or less, using the format stated in General Guideline #3; indicate the Phi Theta Kappa Hallmark activities in which your chapter's nominee has participated while president. Chapter activities undertaken while not serving as chapter president should not be included in the nomination.

Award: A plaque and a \$100 prize for one (1) winner.

### **MOST OUTSTANDING MEMBER**

Eligibility: The nominee must have been an active member within the Florida calendar year (October 1, 2003 through September 30, 2004). The nominee for Most Outstanding Chapter President is not eligible for this award.

Content: In four pages or less, using the format stated in General Guideline #3, indicate the Phi Theta Kappa Hallmark activities in which your chapter's nominee has participated since becoming a member.

Award: A plaque and a \$100 prize for one (1) winner.

### **INDIVIDUAL AWARD OF EXCELLENCE**

Eligibility: The winners of the Most Outstanding Chapter President and Most Outstanding Member categories are not eligible for this award. These awards are chosen from the remaining nominees submitted for these two categories. No additional nominations are required.

Award: Plaque for each of five (5) winners.

### **FLORIDA ADVISOR AWARD**

Eligibility: The nominee must be a chapter advisor at the time of the Florida Regional Convention. This award will go to an advisor who has not won the Florida Advisor (or Most Outstanding Advisor) Award before.

Content: In four pages or less, state the characteristics that make your chapter advisor outstanding.

Award: A plaque for one (1) winner.

## **FLORIDA ADVISOR CONTINUED EXCELLENCE AWARD**

Eligibility: The nominee must be a chapter advisor at the time of the Florida Regional Convention. This award will be presented to advisors who have previously won the Florida Advisor (or Most Outstanding Advisor) Award.

Content: In four pages or less, state the characteristics that make your chapter advisor outstanding.

Award: Plaque for each of five (5) winners.

## **MOST OUTSTANDING ALUMNUS**

Eligibility: Chapters are asked to submit nominations for this competition by selecting a former member from any Florida chapter, not necessarily your own chapter. This person must have made significant contributions to society and continued to uphold the Hallmarks of Phi Theta Kappa (Scholarship, Leadership, Fellowship and Service). The nominee does not need to be an active member in the Phi Theta Kappa Alumni Association. In addition, the nominee must not have been enrolled at a two-year college for at least five years. The Regional Coordinator must receive the entry before or during the Florida Leadership Conference.

Content: In four pages or less, state the characteristics and qualities that make this individual worthy of recognition. The chapter advisor may write this nomination.

Award: A plaque for one (1) winner. The recipient will be notified through the nominating chapter and be invited to receive the award personally at the Regional Convention.

## **DISTINGUISHED SERVICE AWARD**

Eligibility: This award will be presented to the two-year college President or a campus Chief Executive Officer who has not previously received this award and is judged to have been most supportive of Phi Theta Kappa within the local college and/or the nation.

Content: In four pages or less, state the specifics as to how this individual has been supportive or helpful. This nomination must be received by the Regional Coordinator before or during the Florida Leadership Conference and may be written by the chapter advisor.

Award: A plaque for one (1) winner. The recipient will be notified through the nominating chapter and be invited to receive the award personally at the Regional Convention.

## **CHAPTER AWARDS**

### **SCHOLARSHIP HALLMARK AWARD**

Description: This award will be presented to the chapter which developed the most comprehensive program implementing the Honors Study Topic studied during the Florida calendar year "Dimensions and Directions of Health: Choices in the Maze" and "Popular Culture: Shaping and Reflecting Who We Are" as well as for other scholarship activities.

Content: In four pages or less, using the format stated in General Guideline #3, indicate the ways in which your chapter examined "Dimensions and Directions of Health: Choices in the Maze" and "Popular Culture: Shaping and Reflecting Who We Are." Although judging for this award will be based primarily on activities related to the Honors Study Topic, chapters may also include other scholarship activities implemented during the Florida calendar year (October 1, 2003 through September 30, 2004), such as tutoring, serving at-risk students, and programs recognizing the scholarship of students and faculty.

Award: Honors Institute scholarships and plaques for the top three chapters.

### **LEADERSHIP HALLMARK AWARD**

Description: This award will be presented to the chapter that developed the most comprehensive Leadership Hallmark program during the Florida calendar year.

Content: In four pages or less, using the format stated in General Guideline #3, indicate the leadership activities your chapter implemented during the October 1, 2003 through September 30, 2004 time frame. Include chapter activities that provided opportunities for the development of leadership skills for members, officers, fellow students and members of the community, as well as leadership roles assumed by members within the Society, college and community.

Award: Honors Institute scholarships and plaques for the top three chapters.

### **SERVICE HALLMARK AWARD**

Description: This award will be presented to the chapter that developed the most comprehensive Service Hallmark program during the Florida calendar year.

Content: In four pages or less, using the format stated in General Guideline #3, indicate the service activities your chapter implemented during the October 1, 2003 through September 30, 2004 time frame. Mention college-related as well as

community service activities, including the "Conquering Cancer" International Service Project.

Award: Honors Institute scholarships and plaques for the top three chapters.

### **FELLOWSHIP HALLMARK AWARD**

Description: This award will be presented to the chapter that developed the most comprehensive Fellowship Hallmark program during the Florida calendar year.

Content: In four pages or less, using the format stated in General Guideline #3, indicate the ways your chapter implemented fellowship during the October 1, 2003 through September 30, 2004 time frame. Primary emphasis should be placed on how your chapter promoted fellowship with other chapters during the Florida calendar year, especially within the Florida Region. However, nominations may also include chapter activities with faculty and other clubs that have promoted campus unity, as well as fellowship activities involving the local community.

Award: Honors Institute scholarships and plaques for the top three chapters.

### **MOST IMPROVED CHAPTER AWARD**

Description: This award will be presented to the chapter that has shown the greatest renewed interest in the Hallmarks of Phi Theta Kappa during the Florida calendar year. The chapter must demonstrate a resurgence of activities and membership.

Content: In four pages or less, using the format stated in General Guideline #3; indicate the differences between activities during the October 1, 2003 through September 30, 2004 year and previous years.

Award: An Honors Institute scholarship and plaque for one (1) chapter.

### **DISTINGUISHED CHAPTER AWARD**

Description: As many as ten (10) chapters will be selected for this award based on the quality of their programs implemented during the Florida calendar year. Chapters will be ranked from #10 to #1 at the awards presentation.

Content: In four pages or less, using the format stated in General Guideline #3; indicate the reasons why your chapter is outstanding. List the Scholarship, Leadership, Service and Fellowship Hallmark activities your chapter implemented during the October 1, 2003 through September 30, 2004 time frame. Also include honors received by your chapter and members for their Phi Theta Kappa activities.

Only chapters that have submitted entries in all four Hallmark categories are eligible to be considered for the Distinguished Chapter Award.

Award: An Honors Institute scholarship and plaque for as many as ten (10) chapters. The exact number will depend on the number of submissions as well as the decision of the judges as to whether submissions are deserving of "Distinguished Chapter" honors.

### **MOST DISTINGUISHED CHAPTER AWARD**

Description: From the Distinguished Chapters selected, the chapter ranked as the number one chapter in the Florida Region will be recognized as the Most Distinguished Chapter. Nominations for this award will come from the nominations already submitted in the Distinguished Chapter Award category. No additional nomination is required.

Award: Plaque for one (1) winner