AWARDS SELECTION COMMITTEE CHARGE

PURPOSE
The Awards Selection Committee recognizes excellence within the Texas association community by administering a fair, objective, and confidential process for evaluating nominations and recommending recipients of TSAE's annual awards.

DESCRIPTION
The Awards Selection Committee consists of eight (8) members, including one (1) Association Executive serving as Chair, one (1) previous award recipient, four (4) Association Executive members, and two (2) additional members appointed by the Board Chair-Elect to provide broad perspectives across the membership.

In carrying out its responsibilities, consider how recommendations support broad member engagement, accessibility, and opportunities for participation across the Association, ensuring the committee's work embraces diverse perspectives, equitable opportunities, and inclusive practices.

RESPONSIBILITIES

1. Review award nominations to ensure eligibility requirements are met.
2. Evaluate nominations using established selection criteria and a consistent, objective review process.
3. Recommend recipients for TSAE's annual awards.
4. Periodically review award categories, criteria, and nomination processes, recommending improvements to maintain relevance and transparency.
5. Maintain confidentiality throughout the nomination and selection process.

MEETINGS
The Awards Selection Committee will meet annually to review nominations and select award recipients. Additional meetings may be scheduled as needed to review award criteria, recommend process improvements, or address other committee business. Committee work may be conducted through virtual meetings or electronic communication.

REPORTING
The committee is responsible for reporting recommendations to the TSAE Board of Directors through the committee staff liaison and board liaison.

ANTI-TRUST
Because of potential federal anti-trust violations, no committee member is authorized to discuss supplier pricing, including menu prices, special event prices, etc., or enter into contractual agreements on behalf of TSAE.

STAFF LIAISON
Executive Director