

THE AMERICAN ORNITHOLOGISTS' UNION

Founded September 28, 1883

Instructions For 2012 Nomination to Membership Class of Fellow or Elective Member

SECRETARY MUST RECEIVE COMPLETED FORM OR ELECTRONIC SUBMISSION BY 14 APRIL 2012

All current AOU Fellows and Elective Members are encouraged to nominate candidates for these classes of membership. The AOU Committee on Nomination of Fellows and Elective Members will supplement those nominations with additional candidates. Questions about nominations should be directed to the Secretary, Dr. Sara R. Morris, Department of Biology, Canisius College, 2001 Main Street, Buffalo, NY 14208, USA (Phone: 716-888-2567, Fax: 716-888-3157, Email: morriss@canisius.edu).

THE PROCESS:

The Bylaws of the American Ornithologists' Union (Art. IV, Sec. 7) state: "Nominations to the classes of Fellows and Elective Members shall be submitted in a prescribed format. Nominations of proposed Fellows shall be by three Fellows, and nominations of proposed Elective Members by three Fellows or Elective Members, and both shall be received by the Secretary sufficiently in advance of the Stated Meeting to allow for distribution to those voting as prescribed by these Bylaws."

ELECTRONIC SUBMISSION IS ENCOURAGED! Sending the nomination by email will save time and reduce errors. Please attempt to send at least the text of the statement via email to Secretary Sara Morris (morriss@canisius.edu). Be aware, however, that email messages from all nominators confirming their support of the nomination, or a brief letter with three signatures confirming the nomination, are required.

ELECTRONIC SUBMISSION: Word or WordPerfect versions of the nomination form may be edited and submitted by Nominator One to the Secretary as an attachment to an email message. Electronic nominations will be accepted if received by the Secretary (morriss@canisius.edu) no later than 23:59 EST, 14 April 2012. Nominations submitted electronically become valid only if the Secretary receives electronic or written confirmation from all nominators no later than 21 April 2012.

ALTERNATIVE ELECTRONIC SUBMISSION: If you are unable to edit the electronic versions of the nomination form or to submit them as email attachments, you may send the material as ASCII text in the body of an email message. Your message should include the following:

- A. A brief statement indicating that you (Nominator One) and two other nominators (list full names) are nominating (name of nominee) for the membership class of (Fellow or Elective Member). Give your address, phone, fax, and email address.
- B. Provide the required information about the nominee in the form of a simple list, including full name; address, including institutional affiliation(s); date of birth (NOTE: the date of birth is necessary - please don't ignore this!); phone, fax and email address of nominee.
- C. Provide the biographical statement as a simple text paragraph. Do not try to encase the statement in a box, and do not worry about formatting, fonts, margins, alignment, etc. Do adhere to the space/word limit of **no more than 250 words**, including the top line (name and membership class category) and the bottom line (nominators' names).

Deadlines and requirements for confirmation from all nominators are as given above.

SUBMISSION BY MAIL OR FAX: Nominator One fills out the form and sends it to Nominator Two, who then sends it to Nominator Three. Nominator Three returns the form directly to the Secretary by 14 April 2012. Faxed nominations will be accepted if received by the Secretary (Fax: 716-888-3157) no later than 23:59 EST, 14 April 2012. Nominations submitted by mail or fax become valid only if they contain signatures of all nominators, or if the Secretary receives electronic or written confirmation from all nominators no later than 21 April 2012.

LISTS OF NAMES of current Elective Members and Fellows are available for viewing or downloading from the AOU web site <<http://www.aou.org/membership/special.php3>>.

THE SECRETARY will confirm receipt of all nominations by notifying Nominator One by email (preferably) or by mail. Please provide your (Nominator One's) email address. It is the responsibility of Nominator One to verify that the nomination has been duly received by the Secretary, and to contact the Secretary if a confirmation has not been received within two weeks of submitting the nomination.

2012 AOU Fellow and Elective Member Nomination Instructions

FOR FELLOW NOMINATIONS, the Secretary will compile and prepare packets, and send these in May 2012 to current Fellows. Accompanying that mailing will be a formal announcement of the upcoming Fellows meeting, including an agenda and the previous meeting's minutes. **VOTING FOR 2012 FELLOWS** takes place at the annual Fellows Meeting at the AOU meeting in August 2012 in Vancouver, BC. The exact date of that meeting will be included in the Fellows package and will be available on the NAOC-V website. For election procedures related to FELLOWS, see BYLAWS, Art. IV, Sec. 8. Names of duly-elected Fellows also will be announced at the Business Meeting later in the meeting.

FOR ELECTIVE MEMBER NOMINATIONS, the Secretary will compile information and send out instructions for balloting to all current Fellows and Elective Members in May 2012. With the change in AOU Bylaws approved by the Fellows in July 2011, the election of Elective Members will be electronic in 2012, although hard copies will be available by request. **BALLOTS FOR 2012 ELECTIVE MEMBERS** are to be cast by **24 July 2012**. Nominees receiving at least half the number of votes cast are considered duly elected. Results are confidential until announced at the annual Business Meeting during the 2012 NAOC in Vancouver.

Following the Business Meeting, the names of newly-elected Fellows and Elective Members are posted, and published in the Ornithological Newsletter and in the Proceedings of the Stated Meeting. The Secretary will notify officially those elected, and will require a written acknowledgment accepting election. The AOU Committee on Historical Records sends new Fellows a form requesting biographical information, which is eventually stored with other AOU records in the Smithsonian Institution Archives.

FORMAT FOR BIOGRAPHICAL STATEMENT

LAST (IN CAPS), first and middle names (lower case)

2012 Nomination for (FELLOW or ELECTIVE MEMBER)

Member, year. Elective Member (if nominee for Fellow), year. Current position or title, and full name and address of institution; if not affiliated with an institution, then give home address.

B.Sc., year granted, college or university; M.Sc., year, university; Ph.D., year, university.

List positions held, in reverse chronological order. Follow this with a concise summary of ornithological research interests. Review the important aspects of the nominee's publications, giving citations for major works, and indicating first authorship with an asterisk. Summarize attendance and participation at meetings, and list services rendered to the AOU and other ornithological activities (e.g., committee activity, advisor of graduate research, conservation or public service activity).

(The total number of words in this box should not exceed 250)

Nominated by (List the full names of three nominators)

SAMPLE BIOGRAPHICAL STATEMENT

CUTHBERT, Francesca J.

1997 Nomination for FELLOW

Member, 1973. Elective Member, 1986. Associate Professor of Fisheries and Wildlife, Univ. of Minnesota, St. Paul, MN 55108.

B.S. 1968, Univ. Michigan; M.S. 1974, Northern Illinois Univ.; Ph.D. 1981, Univ. of Minnesota.

Assoc. Prof. of Fisheries and Wildlife 1990 to present; Assist. Prof. 1981-1985 (Univ. of Minnesota Duluth), Assistant Professor 1985-1990 (Univ. of Minnesota).

Dr. Cuthbert's interests are in breeding biology and conservation of waterbirds, particularly Piping Plovers and terns. She has published many articles, including *Wilson Bull.* 107:746-752, *Conserv. Biol.* 7:160-168, *Wilson Bull.* 105:184-187, *Auk* 105:339-344, *Condor* 87:74-78, and *Wilson Bull.* 97:502-510. Dr. Cuthbert regularly attends AOU meetings. She was chair of the Student Awards Committee from 1986-1989, served as Elective Councilor from 1991-1993, and is Co-Chair of the AOU annual meeting in Minneapolis in 1997. Dr. Cuthbert currently has 11 M.Sc. and Ph.D. students.

Nominated by Robert M. Zink, Frank McKinney, and Scott M. Lanyon

THE AMERICAN ORNITHOLOGISTS' UNION

NOMINATION TO MEMBERSHIP CLASS OF FELLOW OR ELECTIVE MEMBER (circle or highlight one)

Nominee's Name _____

Nominee's Address _____

Birth date: _____ Phone: _____ Fax: _____ Email: _____

Institutional Affiliation _____

BIOGRAPHICAL STATEMENT: The entire statement, including the candidate's name, etc., and the list of names of nominators, should be no longer than approximately 250 words. Reduce font size if necessary to fit statement in the box. Statements that exceed this limit may be returned for editing. Please follow format instructions on the previous page EXACTLY, including letter case and abbreviations for names of institutions, degrees, etc. Use standard abbreviations for journal names in citations. Your attention to these details will reduce the amount of editing required after receipt of the nomination, and will be appreciated greatly!

SIGNATURES OF NOMINATORS:

For Fellow nominees, all three nominators must be Fellows. For Elective Member nominees, the nominators may be either Fellows or Elective Members. Remember to list the nominators' names on the bottom line of the statement.

Signature

Date

Fellow or EM

SEND nomination form to:

Dr. Sara R. Morris, AOU Secretary
Department of Biology
2001 Main Street
Canisius College
Buffalo, NY 14208

Phone: 716-888-2567
Fax: 716-888-3157
Email: morriss@canisius.edu

SECRETARY MUST RECEIVE NOMINATION BY 14 April 2012

IF SUBMITTED ELECTRONICALLY, CONFIRMATION BY ALL NOMINATORS IS DUE 21 APRIL 2012