

COMDTMIDN INSTRUCTION 1650.6A

From: Commandant of Midshipmen

Subj: USNA ALUMNI ASSOCIATION DISTINGUISHED ATHLETIC LEADERSHIP AWARD

Encl: (1) Format for Submitting Statement of Qualification of Nominees

1. Purpose. To describe the subject award and to publish the criteria and selection procedures for the annual award.

2. Cancellation. COMDTMIDNINST 1650.6.

3. Background. The Naval Academy Alumni Association has, for many years, recognized excellence in many diverse teaching fields. Excellence in Physical Education and coaching are essential to the vitality and mission of the Naval Academy. It is appropriate, therefore, that the Naval Academy Alumni Association sponsor the Distinguished Athletic Leadership Award for Teaching and Coaching Excellence.

4. Description

a. The Naval Academy Alumni Association Distinguished Athletic Leadership Award for Teaching and/or Coaching recognizes the significant contributions made by the Physical Education faculty and Naval Academy Athletic Association coaches.

b. The award will be presented annually and will consist of a suitably inscribed wrist watch/ship's clock presented to the recipient and permanent recognition with the recipient's name on a plaque continuously displayed at the Naval Academy.

5. Eligibility

a. Any Physical Education faculty member or Naval Academy Athletic Association coach who has served a minimum of four years will be eligible for the award.

b. Individuals who receive the award will be ineligible for the subsequent four years. Members of the Physical Education Department will remain eligible for all present faculty awards.

6. Criteria. The award recognizes the significant contributions made by the Physical Education faculty and Naval Academy Athletic Association coaches. Elements to be considered, but not limited to, are:

a. Demonstrated continuous support of the mission and goals of the Naval Academy.

- b. Exhibited continued excellence in, and enthusiasm for, teaching and coaching.
- c. Sustained contribution to the physical development of midshipmen.
- d. Demonstrated ability to inspire midshipmen to high levels of physical and athletic accomplishment while actively supporting academic achievement, leadership, and character development.

7. Award Selection Committee.

a. Membership will consist of active teaching and coaching associates from the Physical Education Department and NAAA. The committee will contain six active coaches, four of whom will be from the Physical Education Department, to include a faculty senate member, and two from NAAA. The Faculty Senate representative will chair the meeting as a voting participant.

b. A rotation of active coaches with a minimum of three years experience at the U.S. Naval Academy will be eligible for participation. The rotation will occur annually based on term of appointment at USNA. However, in no case will a Physical Education faculty member or NAAA coach be a committee member for more than three consecutive years.

8. Selection Procedures

a. Using the criteria established above, each member of the selection committee will nominate a candidate using enclosure (1). In the event a selection committee member is nominated as a candidate for the award, the individual will withdraw from the selection committee. The next eligible committee member will be designated by the Faculty Senate's Chair from the selection committee list approved by the Head, Physical Education and the Director of Athletics. Three alternate committee members will be named annually.

b. Voting procedures.

(1) The selection process must take place with a quorum of at least five voting members present.

(2) Voting will be conducted by written ballot.

(3) Absent members may only submit a written ballot prior to the first meeting.

(4) Absentee ballots will not count toward the number needed for a quorum.

(5) At least two-thirds of those present and voting members must concur to validate a candidate.

9. Action

- a. The Director of Athletics and Head, Physical Education Department will:
- (1) Have overall responsibility for the eligibility and selection criteria and for implementing the selection procedures.
  - (2) Ensure annual notification of award to Physical Education faculty members and NAAA coaches.
  - (3) Approve the nominee and submit to the Superintendent for final approval via the Commandant and Academic Dean by 1 May.
  - (4) Institute and publicize changes in the selection criteria as recommended by selection committee.
- b. The Award Selection Committee:
- (1) Each member will submit a nominee using enclosure (1).
  - (2) All nominations must be submitted for committee review by 1 April.
  - (3) Will review candidate nominations, conduct selection of award recipient, and forward to Head, Physical Education and Director of Athletics by 15 April.
  - (4) Recommend changes to the nomination process and selection criteria, as determined by committee agreement, to the Commandant for approval.
- c. Head, Physical Education Department will:
- (1) Publish appropriate instruction and conduct revision as necessary.
  - (2) Announce annually the selection criteria, selection committee list and selection procedures by 15 March.
  - (3) Publish and maintain the award selection committee list. Notify faculty/coaching members serving on the selection committee by 15 March.
- d. Deputy Physical Education Officer will:
- (1) Serve as the secretary for the selection meeting and maintain all records relating to the award.
  - (2) Execute annual administrative functions associated with designing, construction, maintenance, and procurement of the award.
  - (3) Arrange appropriate ceremony for award presentation, normally the Dedication Ceremony during Commissioning Week.
- e. The Academic Dean and Provost will serve as awarding authority for the award.

Distribution:  
Supt  
AcDean  
Comdt  
DepComdt  
DirAthletics  
Hd PhysEd  
NAAA ExecAthCouncil  
DepPhysEdOfcr  
ExecOfcrPhysEd  
PhysEdCoaches  
NAAA Coaches  
Humanities/SocSciences  
Pres, Faculty Senate

**ATHLETIC DISTINGUISHED LEADERSHIP AWARD**

FORMAT FOR SUBMITTING STATEMENT OF QUALIFICATIONS OF NOMINEES

1. Name and Rank:
2. Title:
3. Years Teaching/Coaching experience (USNA/Total)
4. Education: (Degrees, Dates, Institutions)
5. Professional Stature:
  - a. Special Recognition:
    - (1) Coaching Awards:
    - (2) Team Performance:
    - (3) Individual Student Athlete Performance:

- b. Professional Offices/Service:
- c. Publications:
- 6. Leadership Positions:
- 7. Courses/Sports Taught (previous 3 years):

Semester/Year Sections/Athletes	Course/Sport	# of
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- 8. Teaching/Coaching Ability:
- 9. Summary of Student Teaching/Coaching Evaluations:
- 10. Support of USNA Mission:
  - a. Support of Academic Achievement:
  - b. Support of Leadership Development:
  - c. Support of Character Development:
- 11. Personal Attributes:
- 12. Contribution to the Physical Development Mission:

Enclosure (1)