



## *New York State Athletic Administrators Association*

### **HALL OF FAME NOMINATION FORM**

The NYSAAA Hall of Fame is organized as a means of recognizing outstanding Athletic Interscholastic Administrators for their contributions and achievements within and to the NYSAAA and NIAAA at local, state and national levels. Its purpose is to:

1. Promote the vocation of athletic administration.
2. Preserve the heritage of the association and the profession of interscholastic athletic administration.

This recognition is the highest honor an interscholastic athletic administrator can receive from the NYSAAA for his/her contributions and accomplishments at the local, state and national level. Further, this honor sets a standard for New York athletic administrators to emulate.

#### **Nominations/Criteria**

Nominations for the NYSAAA Hall of Fame may be made by **individuals** who are **current NYSAAA and NIAAA members**. **Anyone may nominate one person annually**. Posthumous nominations will be accepted. Criteria for nomination are as follows:

- i. All nominees shall be retired from secondary school athletic administration with a **minimum of 10 years as an athletic administrator** along with current membership in the NYSAAA. **(Nominee must be retired by April 15 of the year in which nominated – this may be waived by the screening committee for special circumstances)**
- ii. All nominees shall have merited recognition and distinction in athletic administration and long term contributions to interscholastic athletics at the local, state and national level. While many have served programs over a long and distinguished career, their accomplishments must have been worthy of state recognition for them to be considered. Longevity without significant accomplishments does not constitute appropriate credentials for the NYSAAA Hall of Fame consideration.
- iii. All nominees must have exhibited sustained superior performance throughout their career exemplifying the highest standards of ethical conduct, integrity, moral character, service, leadership and professionalism.
- iv. All nominees shall be considered on the merits of their contributions and achievements within and to the NYSAAA and NIAAA.

#### **Requirements for Consideration:**

Only the following package of materials should be submitted for an individual to be considered for induction into the **NYSAAA Hall of Fame**:

- a. **Nomination Form**: A completed nomination form.
- b. **Letters of Recommendation**: A **maximum** of **two letters** of recommendation can be included.
- c. **Support Material**: The total number of support material pages **must not exceed four (4)**. The four pages are in addition to the nomination form and the two letters of recommendation.
- d. **Photograph** A 4" x 6" or 5" x 7" portrait style photograph should accompany the nomination form. **Digital Photo preferred, if available.**

### **Instructions**

All nomination forms and support materials must be sent to the Executive Director of the NYSAAA, **postmarked by January 1<sup>st</sup>**.

Alan Mallanda, CMAA  
NYSAAA Executive Director  
223 Pennsylvania Ave.  
Binghamton, NY 13903

### **Please use the following guidelines when preparing the nomination materials:**

1. All materials must be submitted on 8.5" x 11" paper.
2. All materials must be presented in typewritten or computer generated form.
3. Do not use notebooks or portfolios with plastic sheet covers.
4. Do not use highlighters to outline specific facts or underline or draw arrows to mark copy.
5. Nomination form must contain all required signatures.
6. Put names on photo(s).
7. Nomination materials must be postmarked by December 1 to be in consideration for following calendar year class.

The NYSAAA's **Alan Mallanda Hall of Fame Induction Ceremony** will be held annually in conjunction with the New York State Athletic Administrators Conference in March of each year at the **Dave Martens Hall of Fame and Awards Luncheon**. **All selected inductees must be present** at the induction ceremony. **Posthumous inductees will need to be represented by a family member or appropriate individual.**

**Revised 1/14/20**

# Hall of Fame Nominee

Prefix \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_

Category of Nomination:

\_\_\_\_\_ Athletic Administrator - post 1981

Nomination submitted by: \_\_\_\_\_ Individual \_\_\_\_\_ CHAPTER \_\_\_\_\_

## Individual Submitting Nomination

Print Name : \_\_\_\_\_ Work Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City State Zip

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Person submitting nomination

## HALL OF FAME NOMINEE

Prefix \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_

### Current Address

Street address City State Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

School Affiliation (if applicable) \_\_\_\_\_

School Name City State

Is the nominee active in any area of interscholastic athletics Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_

Nominee is: Living \_\_\_\_\_ Deceased \_\_\_\_\_

If deceased, closest living relative or contact person \_\_\_\_\_

Street address City State Zip Code

### Nominees Education:

Name of School Attended City and State Year Graduated Degree Earned

High School

BA/BS College/University

Post Graduate College/University

Years in Athletic Administration \_\_\_\_\_ Last Year in Athletic Administration \_\_\_\_\_

Years as NYSAAA member \_\_\_\_\_ Years as NIAAA member \_\_\_\_\_

NIAAA Certification RAA \_\_\_\_\_ CAA \_\_\_\_\_ CMAA \_\_\_\_\_

### Materials to Includee (both categories):

\_\_\_\_\_ 4" x 6" or 5" x 7" color portrait photograph of nominee

\_\_\_\_\_ Letter(s) of recommendation (two max.)

**\_\_\_\_\_ Supportive Materials - Include resume, newspaper clipping or other supportive materials (maximum 4 pages) Please include the following information in support of the nomination: (use additional paper as needed)**

**1. Briefly describe career accomplishments and contributions as an interscholastic athletic administrator at the local and sectional levels:**

**2. Describe any career accomplishments and contributions as an interscholastic athletic administrator at the state and national levels including contributions to the NYSAAA and NIAAA**

**3. Describe the nominee's defining moment as an interscholastic athletic administrator. Include special honors and achievements**

**4. Professional affiliations (involvement in local, state, national and other related professional organizations – include number of years served)**