M-156 approval: 9/19/2013

M-102 approval: 9/25/2013

**Rules for administering the Kishida International Award
American Society of Agricultural and Biological Engineers**

1. Award recipient(s), one or a maximum of two recipients per year, shall be selected by the M-156 Kishida International Award Committee.

2. The Kishida International Award shall be presented each year at the annual meeting of the Society.

3. Each award shall consist of (a) an embossed diploma inscribed with a citation of the international achievement or service on which the recognition is based, signed by the President and Executive Director of the Society, and (b) a $1,000 (one thousand dollars) cash award divided if more than one recipient.

4. The conditions for eligibility for the award are as follows:

1. The recipient(s) shall have made outstanding professional contributions to the improvement of food production, living conditions and/or education for people in countries other than the United States of America.
2. More specifically, the award shall be for recognition of outstanding contributions to agricultural/biological engineering-mechanization-technological related programs of education, research, development, consultation, or technology transfer that have resulted in significant improvement outside of the United States.
3. The recipient(s) must be an active ASABE member in good standing with a demonstrated interest in the activities of the ASABE International Commission through participation in the E-2050 Executive Committee for Global Engagement committee and subcommittees. He or she may, however, be a citizen or non-citizen, resident or nonresident of the United States of America. The grade of membership within the Society shall not be a limitation of eligibility.
4. The recipient(s), at the time of election, shall be a living member who is able and willing to be present to receive the award at the time and place of the designated annual meeting.

5. Nominations

1. Nominations shall be prepared in accordance with instructions provided by ASABE headquarters and shall be presented to the Executive Director, or designated ASABE representative, no later than October 31, so the appropriate selection may be made for the following annual ASABE meeting.
2. Any member of the Society of any grade, including members of the M-156 Committee, may nominate a candidate for consideration of the award. Additional members may support the nomination by letter or by signing a nomination petition.

6. The M-156 Committee and Selection Process

1. The M-156 Committee for the Kishida International Awards shall consist of six members of the ASABE, as follows:

 (1) Chair and immediate Past Chair of the Executive Committee for Global

Engagement (E-2050)

 (2) Four other ASABE members, serving staggered two-year terms.

(3) An immediate Past, Past President of ASABE serving a one-year term.

b. The immediate Past Chair of the Executive Committee for Global Engagement (E-2050) shall serve as Chair of the Committee and the current chair of the Executive Committee for Global Engagement (E-2050) as Vice-Chair.

7. The Executive Director of the Society (or a designated representative from ASABE headquarters staff) shall act as custodian of the records of the Committee and render such other secretarial services as may be required, but shall have no vote or voice in its deliberations.

8. The Committee has the option to meet during the Annual Meeting of the Society to formulate plans to consider candidates and to perform other functions within its authority. The Executive Director, or representative shall send to each member of the Committee

(a) a copy of these rules, and

(b) the names of all candidates remaining on the active list (see paragraph 9). The Executive Director shall cause to be published each year in ASABE publications a statement about the award, which shall include an invitation to Society members to nominate persons as candidates for the award. Each nomination shall be accompanied by a statement of the reasons for proposing the candidate, together with a record of international achievement in sufficient detail to enable the Jury to appraise fairly the candidate’s worthiness to receive an award. Nominations must be in the hands of the ASABE Awards Administrator no later than October 31.

9. All nominations of candidates made in any year shall be continued in force for a period of at least three years, and the active list shall be resubmitted to the committee as provided in paragraph 8.

10. Early November, the Executive Director or staff designate, shall send to each member of the Committee the names of all candidates on the active list, as provided in paragraphs 8 and 9, which include the names of proposed new candidates and holdover candidates and their nomination materials concerning their professional records. The Committee shall vote by secret ballot for the candidates being considered. Two-thirds of the members shall constitute a

quorum.

11. The name(s) of the candidate selected by the Committee shall be submitted by the Executive Director or staff designate, to M-102 Awards Coordinating Committee Chair for committee approval, and if the selection is confirmed by the M-102 Awards Coordinating Committee, the individual(s) chosen to receive the award shall be notified by early February. This notification shall also inform the elected recipient(s) of all requirements (see paragraph 4-d), upon the fulfillment of which the final awarding of each award is conditional.

12. The ASABE Awards Administrator shall make the necessary arrangements for the proper presentation ceremony at the ensuing Annual Meeting, or on such other occasion as the Board of Trustees may designate, for presentation of the award.

13. If in any year no available candidate is deemed worthy by the Committee and the

M-102 Awards Coordinating Committee of receiving the award, no award shall be made in that year

14. The Foundation Board of Trustees of the Society shall direct the disposition of all accruing monies as income from the endowment funds established to perpetuate the Society’s award.

15. All questions arising before the Committee, except the selection of a candidate for an award, shall be decided by a majority vote. In the case of a tie during the award selection process, the chair shall cast the deciding vote.

16. The Committee shall have power to decide any question not specifically covered by these rules.

17. These rules may be amended and be immediately in effect by approval of M-102 Awards Coordinating Committee, and then a majority vote of the Membership Development Council voting by letter ballot, or at any official meeting of the Membership Development Council by a majority vote of the members thereof present and voting.

c: Rules - Kishida Award