M-165 Approval Date: 8/2022
M-102 Approval Date: 03/2023

**BYLAWS M-165 Pharos of Alexandria Global Learning Award**

**Article I - Committee Name and Description**

1. The name of the committee is M-165 Pharos of Alexandria Global Learning Award Committee.
2. These Bylaws describe the organization and general operating procedures of the M-165 Committee of the American Society of Agricultural and Biological Engineers.
3. Committee Bylaws may be amended by an affirmative vote of two-thirds (2/3) of the committee members using a ballot or by unanimous affirmative vote of committee members at a committee meeting, having a quorum present, held at an Annual International ASABE Meeting or other Committee meeting.
	1. Committee bylaws become effective upon approval by M-102 Awards Coordinating Committee and the ASABE Membership Development Council.
	2. After approval, copies of the committee bylaws, marked with the latest approval date, are to be distributed to the M-102 Awards Coordinating Committee chair, Awards Administrator at ASABE headquarters, and to all M-165 committee members.
4. A quorum shall consist of three regular committee members.

**Article II - Committee Objective**

The objective of the committee is to select, annually, the most qualified candidate to receive the Pharos of Alexandria Global Learning Award, presented by the American Society of Agricultural and Biological Engineers.

**Article III - Committee Composition and Responsibilities**

1. The committee shall consist of three (3) to six (6) regular members and one (1) ex officio member. Regular members shall be members of ASABE with several years of engineering experience with interests that span the wide variety of technological activity of the Society. The ex officio member, named by the Executive Director of ASABE, shall be an ASABE staff member whose job responsibilities include the ASABE Awards Program.
2. Regular members shall be appointed to three year terms. Appointments should be staggered to provide uniform membership changes each year. Terms for regular members begin at the close of the Annual International ASABE Meeting. Regular members shall serve no more than two consecutive terms on the committee.
3. The Chair of the committee will solicit nominees for committee members from the executive/steering committees of the various technical communities prior to the Annual International ASABE Meeting.
4. Officers shall be Chair and Vice Chair. The Chair and Vice Chair shall be elected by the committee each year. They shall take office at the close of the Annual International ASABE Meeting following their election.
5. Term of office for the Chair and Vice Chair shall be two years with re-election to the same office permitted. The Chair and Vice Chair shall serve no more than two consecutive terms in the same office.
6. The ASABE headquarters ex officio member of the committee shall provide information on all nominations for the Pharos of Alexandria Global Learning Award received by ASABE, but is not eligible to participate in balloting for selecting the Award candidate.
7. The duties of committee members are as follows:
	1. The Chair will schedule and officiate at meetings of the committee and/or conduct correspondence as needed. The Chair will be responsible for all reports and correspondence relative to the action of the committee.
	2. The Chair, in consultation with committee members, shall be responsible for nominating replacement members and submitting them for approval by the M-102 Awards Coordinator.
	3. The Vice Chair shall serve as recorder for committee meetings. In the absence of the Chair, the Vice Chair shall officiate at committee meetings.
	4. The Ex-officio ASABE headquarters member shall advise the Chair on any ASABE staff correspondence that may require action by the committee. The Ex-officio shall assemble the nominations for the award received at ASABE headquarters and send them to committee members as soon as possible after the October 31 deadline for nominations.
	5. The Chair will organize a meeting of the committee members to review the committee bylaws and award criteria prior to each committee member rating the nominations.
	6. Each of the regular committee members shall review the award nominations when received, check for compliance with the rules for administering the Award, and rate nominations prior to January 15. The Chair shall choose an appropriate method for nominee rating by committee members and work with committee members to obtain consensus in selecting the best candidate for the Award.
	7. The committee Chair shall forward information on the candidate, selected by the committee, to the M-102 Awards Coordinator and the ASABE Awards staff person by January 15.

**Article IV - Rules for Award**

1. Rules for administering the Award are maintained as part of the Committee Bylaws.
2. The purpose of the Award shall be:

To recognize and encourage upper-class undergraduate and graduate students with interest in engineering problems and global learning

1. The name of the Award shall be:

**Pharos of Alexandria Global Learning Award
(year)
American Society of Agricultural and Biological Engineers**

1. The Award shall consist of an engraved recognition item and a check for $1000 presented at the Annual International Meeting of ASABE.
2. One Award shall be made each year.
3. The Award nomination should alternate between upper-class undergraduate (junior/senior level) and graduate students, i.e., one year an award is given to an undergraduate student followed by graduate student in the following year. The award shall be given to the same student class in two or more consecutive years if there were no qualified candidates from the other class.
4. Administration of the Award shall be by the M-165 Committee in accordance with the policies and procedures established by M-102 Awards Coordinating Committee and approved by the Membership Development Council of the American Society of Agricultural and Biological Engineers. The committee is approved by M-102 Awards Coordinating Committee and the ASABE Membership Development Council and is empowered to select the candidate for the Award.
5. NOMINATION:
The nomination shall consist of completing the nomination form along with a written document detailing the nominee’s interest and activity in engineering problems and global learning, and demonstrated leadership on the national and/or international level including:
* Demonstrated interest and activities related to engineering problems and global learning; and
* ASABE leadership and involvement;
* Leadership in other national and/or international organizations;
* Participation in activities such as, but not limited to, technical and professional development committees, meetings, specialty programs, planning and innovative work to improve quality and participation at meetings;

Nomination requires 3 to 5 letters of support substantiating why the nominee is deserving of the award. One of the letters should be provided by the student undergraduate/graduate programs advisor (coordinator).

NOTE: Those nominating a candidate will be advised only if their candidate is selected. Each award nominee will be considered by the award committee for two additional years if not selected, as long as the candidate remains an ASABE member in good standing and a student at the time of nomination.

1. Nominations must be received by ASABE no later than October 31 to be considered for the Award.
2. Selection of the Award candidate by the M-165 Committee will be based on the criteria and procedures described under Article IV – Rules for Award of these Bylaws.
3. The M-165 Award Committee shall have the power to decide any question relative to the selection of the Award candidate not covered under these Bylaw Rules.