# **Recommended Changes to SAA Award Committees**

Task Force on Awards

(Heather Lapham, Ricky Lightfoot, and Judith Habicht Mauche)

March 26, 2020

At the Spring 2019 Board of Director's meeting, the Board established the Task Force on Awards (Motion 143-74.20) to create guidelines for the awards committees, which included reviewing how committees function.

This document proposes changes to certain award committees that do not adhere to standard operating procedures. Most committees are populated through the open call for volunteers, the chair and members serve three-year terms, and the award is given for a single category of achievement (however narrowly or broadly defined). A handful of other award committees have more complex systems. Some committees have members that require Board approval prior to appointment because they will ultimately serve one year as chair (as opposed to the standard three-year term). Such committees often cycle through various award categories, with members chosen to represent a specific category based on their expertise. Some committees also have non-standard term lengths to accommodate award category rotations. Tracking and populating award committees has become overly complicated and time-consuming for the Committee on Awards, its Board Liaison, and SAA staff. With the number of award committees growing each year, the awards program has become unwieldy and logistically difficult to manage.

The changes proposed here will simplify how award committees are populated (with most going through the standard open call for volunteers process and members no longer requiring Board approval), term lengths (with chairs and members serving standard three-year terms), and how awards are chosen (by eliminating the cycling of award categories). Out of the 18 committees evaluated (20 awards in total), we recommend changes to nine committees, with minor changes to five of these committees. The following four committees require more substantial alterations because they have award categories that rotate each year: Award for Excellence in Archaeological Analysis, Award for Excellence in Cultural Resource Management, Award for Excellence in Curation, Collections Management, and Collections-Based Research and Education, and Award for Excellence in Public Education. We worked with the chair and committee members from each of these committees to discuss pros and cons and ultimately find the best possible solution to eliminating award categories, therefore the proposed path moving forward is specific to each award. We propose standardizing all but the Fryxell Award for Interdisciplinary Research because altering this award, whose winner has a symposium held in her/his honor at the Annual Meeting each year, will cause problems with the organization of the symposium.

The following two tables summarize the current state of each award committee (Table 1) and their state post-proposed changes (Table 2). These tables provide some basic information about each committee, including whether or not it is currently populated through the open call process, committee composition, term length, whether or not it cycles through award categories, and a brief summary of the recommended changes. The pages that follow contain text that has been extracted from the SAA website. The link to each award web page is provided after the award name. Current descriptions are in black with proposed changes in red. Only the sections in need of changes are shown here. Please follow the link provided for full information about each award.

TABLE 1. SAA AWARD COMMITTEES — SUMMARY OF CURRENT STATE

Award	Open Call	Composition	Term Length	Award Cycle	Changes Proposed	Summary of Changes
Committee on Awards	Yes	one chair and TWO members	•	No	YES	Composition should be changed from "two" to "at least four" members to align with the other award committees and to provide needed assistance to the chair to oversee the many award committees; See details below.
Professional Awards	-	-	-	-	-	-
Award for Excellence in Archaeological Analysis	No	one chair and at least FIVE members	three years	Yes	YES	Several changes requested, including eliminating award cycle and allowing committee to be populated through the open call process; See details below.
Award for Excellence in Cultural Resource Management	Yes	one chair and at least four members	three years	Yes	YES	Several changes requested, including eliminating award cycle; See details below.
Award for Excellence in Curation, Collections Management, and Collections-Based Research and Education	No	one chair and at least four members	FOUR years following award cycle		YES	Several changes requested, including eliminating award cycle and allowing committee to be populated through the open call process; See details below.
Award for Excellence in Latin American and Caribbean Archaeology	Yes	one chair and EIGHT members	three years	No	YES	Several changes requested, including lowering the number of committee members; See details below.

Award	Open Call	Composition	Term Length		Changes Proposed	Summary of Changes
Award for Excellence in Public Education	Yes	one chair and at least four members	three years	Yes	YES	Several changes requested, including eliminating award cycle; See details below.
Book Award (Scholarly and Popular)	Yes	one chair and at least SIX members	three years	No	No	No changes needed.
Crabtree Award	Yes	one chair and at least four members	three years	No	No	No changes needed.
Fryxell Award for Interdisciplinary Research for 2021	No	one chair and at least four members	FIVE years following award cycle	Yes	No	Because the award winner has a symposium held in her/his honor at the Annual Meeting, I don't believe we can modify this committee without causing a problem for the organization of these symposia.
Gene S. Stuart Award	No	one chair, at least one member, one SAA staff liaison, and the chair of the Media Relations Committee	three years	No	YES	Changes requested to the Committee Composition and allowing committee to be populated through the open call process; See details below.
Lifetime Achievement Award	Yes	one chair and at least four members	three years	No	No	No changes needed.

Award	Open Call	Composition	Term Length	Award Cycle	Changes Proposed	Summary of Changes
State Archaeology Celebration Poster Award	n/a	n/a	n/a	n/a	n/a	Not overseen by the Committee on Awards.
Travel Awards	-	-	-	-		
Charles Stanish [Travel] Award	n/a	n/a	n/a	n/a	n/a	Not overseen by the Committee on Awards. NOTE: This award is new for 2019 and is overseen by the Committee on the Americas. It is not included in the official Call for Nominations. Stanish has pledged five years of support which would enable the award to be given in 2019 to 2023. It will sunset after 2023.
Student Awards	-	-	-	-	-	-
Dissertation Award	Yes	one chair and at least four (preferably five) members	·	No	No	No changes needed.
Student Paper Award	Yes	one chair and FIVE members	three years	No	YES	Composition should be changed from "five" to "at least four" members to align with the other award committees in this group; See details below.
Student Poster Award	Yes	one chair and at least TWO members	three years	No	YES	Composition should be changed from "two" to " at least four" members to align with the other award committees in this group; See details below.

Award	Open Call	Composition	Term Length		Changes Proposed	Summary of Changes
Institute for Field Research Annual Meeting Travel Award for Undergraduates	Yes	one chair and at least four members	three years	No	No	No changes needed; This award is also listed under "Travel Awards" on the Awards web page. NOTE: This award, new for 2019, only exists while the IFR provides funds for it.
Students Fellowship Awards	-	-	-	-	-	-
Dienje Kenyon Memorial Fellowship	Yes	one chair and at least four members	three years	No	No	No changes needed.
Douglas C. Kellogg Fellowship for Geoarchaeological Research	Yes	one chair and at least four members	three years	No	No	No changes needed.
Fred Plog Memorial Fellowship	Yes	one chair and at least four members	three years	No	No	No changes needed. <i>NOTE: Steve Plog will not be</i> supporting the award after 2023 and the award will likely sunset at that point.
Paul Goldberg Award	Yes	one chair and at least four members	three years	No	No	No changes needed.

TABLE 2. SAA AWARD COMMITTEES — SUMMARY OF STATE POST-PROPOSED CHANGES

Award	<u>Open</u> <u>Call</u>	Composition	Term Length	Award Cycle	Comments
Committee on Awards	Yes	one chair and at least four members	three years	No	
Professional Awards	_	_	_	_	-
Award for Excellence in Archaeological Analysis	Yes	one chair and at least four members	three years	No	
Award for Excellence in Cultural Resource Management	Yes	one chair and at least four members	three years	No	
Award for Excellence in Curation, Collections Management, and Collections- Based Research and Education	Yes	one chair and at least four members	three years	No	
Award for Excellence in Latin American and Caribbean Archaeology	Yes	one chair and at least four members	three years	No	
Award for Excellence in Public Education	Yes	one chair and at least four members	three years	No	
Book Award (Scholarly and Popular)	Yes	one chair and at least SIX members	three years	No	Considering the work load of the Book Award Committee it would not be smart to lower the number of members to four just to conform to the standard.

Award	<u>Open</u>	Composition	<u>Term</u>	<u>Award</u>	Comments
	<u>Call</u>		<u>Length</u>	<u>Cycle</u>	
Crabtree Award	Yes	one chair and at least four members	three years	No	
Fryxell Award for Interdisciplinary Research for 2021	No*	one chair and at least four members	FIVE years following award cycle	Yes	Because the award winner has a symposium held in her/his honor at the Annual Meeting, we don't think we can modify this committee without causing a problem for the organization of these symposia. *All members require Board approval because everyone may become chair at some point in time.
Gene S. Stuart Award	Yes	one chair and at least four members	three years	No	
Lifetime Achievement Award	Yes	one chair and at least four members	three years	No	
State Archaeology Celebration Poster Award	n/a	n/a	n/a	n/a	Not overseen by the Committee on Awards.
Travel Awards					
Charles Stanish [Travel] Award	n/a	n/a	n/a	n/a	Not overseen by the Committee on Awards.
Student Awards	_			_	
Dissertation Award	Yes	one chair and at least four members	three years	No	
Student Paper Award	Yes	one chair and at least four members	three years	No	

Award	<u>Open</u> <u>Call</u>	Composition	<u>Term</u> Length	<u>Award</u> <u>Cycle</u>	Comments
Student Poster Award	Yes	one chair and at least four members	three years	No	
Institute for Field Research Annual Meeting Travel Award for Undergraduates	Yes	one chair and at least four members	three years	No	This award is also listed under "Travel Awards" on the Awards web page.
Students Fellowship Awards	_	_	_	_	_
Dienje Kenyon Memorial Fellowship	Yes	one chair and at least four members	three years	No	
Douglas C. Kellogg Fellowship for Geoarchaeological Research	Yes	one chair and at least four members	three years	No	
Fred Plog Memorial Fellowship	Yes	one chair and at least four members	three years	No	
Paul Goldberg Award	Yes	one chair and at least four members	three years	No	

## **Committee on Awards**

http://ecommerce.saa.org/saa/SAAMember/Members\_Only/CommTaskForce.aspx?Code=AWRD

## **Committee Charge**

The committee is charged with making recommendations concerning the overall content and structure of the SAA awards program; this charge entails activities such as reviewing proposals for new SAA awards, making recommendations to combine awards, recommending new awards that fill important voids, changing the frequency of some awards, or changing the venue at which some awards are presented. The committee is also charged with ensuring the smooth operation of the awards program; it assists and oversees individual awards committees in formulating procedures, finding members, issuing timely calls for nominations, issuing timely notifications, and so forth. The chair of this committee serves as the Awards Coordinator, and in this role acts as the principal liaison between the individual awards committees and the SAA Board. The Board charges the chair with collecting the following information each year from each award committee: 1) total number of submissions/nominations, 2) number of females, 3) number of males, and 4) name of award recipient. This information should be reported for each award committee in the Committee on Award's annual spring report to the Board.

## **Committee Composition**

Advisory Committee; Committee composition is one composed of a chair (the Awards Coordinator) and 2-at least four members.

NOTE: This is the only committee description pulled from the Administrative Directory of Committees & Taskforces. The remaining descriptions are extracted from individual award pages linked to from the "About the SAA Awards" page (https://www.saa.org/career-practice/awards).

# Award for Excellence in Archaeological Analysis

https://www.saa.org/career-practice/awards/awards-detail/award-for-excellence-in-archaeological-analysis

### **Award Description**

This award recognizes the excellence of an archaeologist whose innovative and enduring research <u>based</u> <u>in skilled technical analyses</u> has made a significant impact on the discipline. This award now subsumes within it three themes presented on a cyclical basis: (1) an unrestricted or general category (first awarded in 2001); (2) lithic analysis; and (3) ceramic analysis. The 2020 Award for Excellence in Archaeological Analysis will be presented in the Lithics category.

### **Current Committee Charge**

The committee solicits nominations and selects recipients for the Award for Excellence in Archaeological Analysis. The award is presented as special recognition of excellence by an archaeologist whose technical analyses, innovative research, and enduring contributions have had a significant impact on the discipline. The award recipient will have mastered the difficult challenge of bridging good ideas with empirical evidence or interpretive methods within a particular class of archaeological materials or over a broad range of materials. The award was first given in 2001 and replaced the Ceramic Studies Award and the Lithic Studies Award. Since 2001, the Award for Excellence in Archaeological Analysis rotates among three categories: an unrestricted or general category, lithic studies, and ceramic studies.

#### **Committee Composition**

Committee composition is one chair and at least five-four members. all of whom are familiar with aspects of archaeological research or analysis. The committee consists of two members representing ceramic analysis, two members representing lithic analysis, and two members representing broad-based research and analysis skills. Each year two members will rotate off and new committee members will be selected. The positions will rotate among ceramics, lithics, and the unrestricted category such that the members representing a particular category will rotate off the committee the year that category is awarded. The chair will rotate among ceramics, lithics, and the unrestricted category such that, in the year is given in a specific category, the committee chair will represent that category. All members require Board approval because everyone may become chair at some point in time.

## **Term Length**

Term length is three years, following the 3-year award cycle. Individuals ending their terms cycle off the committee at the close of the Business Meeting held during the -annual SAA Meeting, and new appointees begin their terms at this time.

## **Award Cycle**

The award cycles through three categories (general [2022], lithics [2020], and ceramics [2021]... and the cycle begins again).

NOTE: These changes enable the committee chair to serve a three-year term; the committee members to be selected through the open call for committee service and no longer require Board approval prior to

appointment; and the committee will no longer cycle through three award categories, rather the award may be given in any one of the three categories during any given year.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... <a href="http://ecommerce.saa.org/saa/SAAMember/Members">http://ecommerce.saa.org/saa/SAAMember/Members</a> Only/CommTaskForce.aspx?Code=ARAW

# **Award for Excellence in Cultural Resource Management**

https://www.saa.org/career-practice/awards/awards-detail/award-for-excellence-in-cultural-resource-management

## **Award Description**

This award will be presented to an individual or a group to recognize lifetime contributions and special achievements in the categories of program administration/management, site preservation, and or research in cultural resource management. It is intended that at least one award will be made each year and the category will rotate annually. The 2019 Award for Excellence in Cultural Resource Management will be presented in the RESEARCH category. Candidates may include individuals employed by federal, state, tribal, or local government agencies, museums, educational institutions, and similar institutions who have developed and or implemented public policy, regulations, and ordinances that further cultural resource site protection and historic preservation on a local or regional basis.

## **Current Committee Charge**

The Award for Excellence in Cultural Resource Management Committee solicits nominations and selects recipients for the Award for Excellence in Cultural Resource Management, which recognizes an individual, group or organization that has made significant contributions to archaeology or historic preservation in a cultural resource management setting. This might include, but is not limited to, significant contributions in preservation, research, publication, education, and/or administration.

#### **Award Cycle**

The award cycles through three categories (research [2019], program administration/management [2020], and preservation [2021]... and the cycle continues).

NOTE: These changes mean the committee will no longer cycle through three award categories, rather the award may be given in any one of the three categories during any given year.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... http://ecommerce.saa.org/saa/SAAMember/Members Only/CommTaskForce.aspx?Code=CULT

# Award for Excellence in Curation, Collections Management, and Collections-Based Research and Education

https://www.saa.org/career-practice/awards/awards-detail/award-for-excellence-in-curation-collections-management-and-collections-based-research-and-education

**PLEASE NOTE:** We are still working with this committee to come up with an acceptable solution to eliminating award categories. The following edits will change once we have a solution in place, which will happen prior to May 8 when the task force report is discussed at the Board meeting.

#### **Award Description**

This award recognizes outstanding efforts and advancements in the curation, management, and use of archaeological collections for research, publication, and/or public education in any of the following categories. This award subsumes four themes presented on a cyclical basis:

curation and collections management: including advances in collections intake, documentation (including data basing), maintenance, conservation, and/or accessibility;

collections-based research: advances in the use of existing collections to address innovative research questions and/or research that enhances the potential of these collections (including "legacy collections") for understanding the past;

collections-based education: outstanding uses of existing collections for innovative approaches to teaching (at any level) or for museum exhibitions; and

an unrestricted or general category for general transformative approaches in any of these or other clearly related, collections-based activities.

This award will be presented to an individual or a group to recognize significant contributions and special achievements in <u>any of</u> the <u>above</u> categories of curation and collections management, collections-based research, collections-based education, and <u>activities</u>unrestricted/general. It is intended that at least one award will be made each year and the category will rotate annually. The 2019 Award for Excellence in Curation, Collections Management, and Collections-based Research and Education will be presented in the unrestricted/general category.

Candidates may include individuals employed by repositories/museums; federal, state, tribal, or local government agencies; academic departments; and similar institutions that have advanced the curation and management of archaeological collections during recovery in the field or during acquisition, documentation, maintenance, conservation, and/or use within a repository.

## **Nomination/Submission Materials Required**

Nominators must submit: [1] a letter (3 pages maximum) that clearly describes the nature, scope, and significance of the nominee's contributions as they are relevant to that year's award focus (see cycle in Award Description, above); [2] the nominee's curriculum vita (or that of all members of a group being

nominated); [3] any links to online or social media information about the nominee's accomplishments relevant to the nomination; and [4] letters of support from other scholars, researchers, or collections managers/curators that demonstrate how the nominee meets and/or exceeds the award criteria (maximum of two letters). Please send submissions via email as a single file (PDF preferred) to the committee chair.

## **Current Committee Charge**

The committee solicits nominations and selects recipients for the new Award for Excellence in Curation, Collections Management, and Collections-based Research and Education, which recognizes an individual or a group for their significant contributions and special achievements in four categories: curation and collections management, collections-based research, collections-based education, and unrestricted/general transformative approaches in any of these or other clearly related, collections-based activities.

-The award is presented in special recognition of excellence by an archaeologist or group of archaeologists whose innovative work, or repeated and enduring contributions, have contributed significantly to archaeology and the preservation, documentation, and use of the collections recovered from archaeological investigations. The award cycles among the four categories presented above.

### **Committee Composition**

Committee composition is a chair and at least four members. with relevant experience in curation; collections management in the field, laboratory, or repository; conservation; or the use of collections for education, exhibition, or research in museums

### **Term Length**

Term length is four three years for committee members, following the 4 year award cycle, with each member serving one year as chair. Individuals ending their term as a Chair of the Committee cycle off the committee at the close of the Business Meeting held during the annual SAA Meeting, and new appointees begin their terms at this time. All members require Board approval because everyone may become chair at some point in time.

#### **Award Cycle**

The award cycles through four categories (unrestricted/general [2019], curation and collections management [2020], collections based education [2021]... and the cycle begins again).

NOTE: These changes enable the committee chair to serve a standard three-year term; the committee members to be selected through the open call for committee service and no longer require Board approval prior to appointment; and the committee will no longer cycle through four award categories, rather the award may be given in any one of the four categories during any given year.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... <a href="http://ecommerce.saa.org/saa/SAAMember/Members">http://ecommerce.saa.org/saa/SAAMember/Members</a> Only/CommTaskForce.aspx?Code=EXCINCCC

# Award for Excellence in Latin American and Caribbean Archaeology

https://www.saa.org/career-practice/awards/awards-detail/award-for-excellence-in-latin-american-and-caribbean-archaeology

## **Award Description**

The Award for Excellence in Latin American and Caribbean Archaeology will be presented annually to an individual who has made a lasting and significant contribution to the practice of archaeology and/or to the construction of archaeological knowledge in Latin America or the Caribbean. In selecting the recipient of this award, the committee will pay particular attention to the cultural context in which the nominee works and to the different pathways to creating and promoting excellence in Latin American and Caribbean archaeology. The award is open to individuals at any point in their careers.

## **Current Committee Charge**

The committee is charged with selecting a recipient for the Award for Excellence in Latin American and Caribbean Archaeology, to be presented annually in recognition of a member (regardless of national origin) who has made a lasting and significant contribution to the practice of archaeology and/or to the construction of archaeological knowledge in Latin America or the Caribbean.

### **Committee Composition**

Committee composition is one chair and eight at least four members, with who together represent representatives from a variety of research areas, including the Southern Cone of South America, the Andes, Amazonia/Brazil, northern South America, Central America, the Maya region, central and northern Mexico Mesoamerica, and the Caribbean. The chair shall be selected by the SAA Board and the committee shall be coordinated through the Awards Committee.

## **Term Length**

<u>Term length is Three three years.</u> <u>Individuals ending their terms cycle off the committee at the close of the Business Meeting held during the annual SAA Meeting, and new appointees begin their terms at this <u>time.</u></u>

NOTE: These changes allow the committee to be populated more easily and following standard procedures.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... http://ecommerce.saa.org/saa/SAAMember/Members Only/CommTaskForce.aspx?Code=LATINEX

## **Award for Excellence in Public Education**

https://www.saa.org/career-practice/awards/awards-detail/award-for-excellence-in-public-education

The Award for Excellence in Public Education will no longer cycle through three award categories. Instead, the committee proposed to terminate the current award and replace it with the following three new awards:

- Distinguished Achievement in Public Archaeology (to be awarded to an individual)
- Outstanding Public Archaeology Initiative (to be given to a discrete project with start and end dates)
- Excellence in Public Archaeology Programming (to be awarded to an ongoing program)

Awards will be given only if qualified applications are received (i.e., the committee reserves the right not to make an award in a given year if the nominee pool does not merit doing so). The Task Force on Awards supports this proposal. For additional details, please see the committee's Spring 2020 report to the Board.

NOTE: These changes mean the committee will no longer cycle through three award categories, rather the award may be given in any one of the three categories during any given year.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... <a href="http://ecommerce.saa.org/saa/SAAMember/Members">http://ecommerce.saa.org/saa/SAAMember/Members</a> Only/CommTaskForce.aspx?Code=PBEX

## **Gene S. Stuart Award**

https://www.saa.org/career-practice/awards/awards-detail/gene-s.-stuart-award

## **Current Committee Charge**

The committee solicits nominations and selects recipients for the Gene S. Stuart Award. The award is presented in recognition of outstanding efforts to enhance public understanding of archaeology. The award is funded by the Stuart family, and the committee will be sunset when the award is no longer funded.

## **Committee Composition**

Committee composition is one chair and at least four members, who may be serving or recently served on the Media Relations Committee, at least one member, one SAA staff liaison, and the chair of the Media Relations Committee. This committee is a subcommittee of the Media Relations Committee. Appointments are made by the chair of the Media Relations Committee from among the full committee's members, and require no action by the SAA President or Board.

NOTE: These revisions enable members to be selected through the open call for committee service.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... <a href="http://ecommerce.saa.org/saa/SAAMember/Members">http://ecommerce.saa.org/saa/SAAMember/Members</a> Only/CommTaskForce.aspx?Code=STAW

# **Student Paper Award**

https://www.saa.org/career-practice/awards/awards-detail/student-paper-award

## **Committee Composition**

Committee composition is one chair and five at least four members.

NOTE: This change aligns the committee with the other award committees in the Student Awards group.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... <a href="http://ecommerce.saa.org/saa/SAAMember/Members">http://ecommerce.saa.org/saa/SAAMember/Members</a> Only/CommTaskForce.aspx?Code=STUP

## **Student Poster Award**

https://www.saa.org/career-practice/awards/awards-detail/student-poster-award

# **Committee Composition**

Committee composition is one chair and at least two-four members

NOTE: This change aligns the committee with the other award committees in the Student Award group and gives equal importance to the Student Paper and Student Poster awards by increasing the number of members to the standard four members.

If these changes are approved, the Committee Charge & Composition description for this committee linked to in the Administrative Directory of Committees & Taskforces will need to be updated... <a href="http://ecommerce.saa.org/saa/SAAMember/Members">http://ecommerce.saa.org/saa/SAAMember/Members</a> Only/CommTaskForce.aspx?Code=STPO