Council of Fellows

Nomination Preparation Webinar

- Marq Truscott, FASLA – Chair, COF Executive Committee
- Kay Williams, FASLA – Past COF Jury member
- Curt Millay, ASLA – Corporate Secretary
Agenda

- Introduction and eligibility
- Choosing a category
- Using the templates
  - Narrative
  - Testimonials
  - Awards/Recognition
- Images
- Deadlines and submitting to ASLA
Eligibility and process

The designation of Fellow is conferred on individuals in recognition of exceptional accomplishments over a sustained period of time.

Individuals considered for this distinction must be full members of ASLA in good standing for at least ten years and must be recommended to the Council of Fellows by the Executive Committee of their local chapter, the Executive Committee of the ASLA, or the Executive Committee of the Council of Fellows.
Choosing a category

KNOWLEDGE
LEADERSHIP/MANAGEMENT
SERVICE
WORKS

An individual may be nominated in up to two categories, but two separate nominations must be submitted, one for each category.

A nominee may opt to be considered in a different category during jury review, check box on form.
Choosing a category

**KNOWLEDGE**

- Specific influence of the nominee’s accomplishments on the profession and on the public’s knowledge of landscape architecture.
- Personal role in advancing education and the profession.
- Creation of significant new knowledge that advances landscape architecture or the communication of knowledge to others with exceptional effect.

Creation of new knowledge may be in the form of:

- research or scholarly inquiry that has been recognized by peers as worthy of publication.
- teaching or mentoring in either the university or the workplace that has been recognized as outstanding by students, graduates and peers.
- published works or other media (film, software, CDs, etc.) that conveyed important ideas about landscape architecture with appropriate critical acclaim.

This category is not specifically designated for educators, but includes the broader vision of knowledge within the profession.
Choosing a category

LEADERSHIP/MANAGEMENT

- Influence and impact of work on profession and contribution to public advancement of the profession.
- Personal leadership role and administrative ability demonstrated in project initiation or design, policy formation, project implementation, or planning.

Document exemplary leadership, administrative and managerial ability of people, projects, policy, and/or programs that have had a significant effect on advancing the practice of landscape architecture or have clearly impacted public recognition of issues important to the design, planning or management of the land.

Exemplary Leadership may occur in public, private, non-profit, and academic practice settings.
Choosing a category

**SERVICE**

- Exceptional volunteer accomplishments at local, state, national and/or international levels.
- Inspiring accomplishments, sustained over an extended period of time and serve as an example to others.
- Results contribute to the advancement of the profession and/or advance public recognition of the profession.

Document service activities sustained over an extended period of time. Emphasize impacts and results.

Service to ASLA is not enough; explain how the service benefited the profession and the public (licensure, public relations, public education, etc.). Service does not have to be solely to/through ASLA.

Clarify whether service is paid or *pro bono*. 
Choosing a category

WORKS

Exceptional accomplishments in planning and/or design
• Outstanding and sustained quality recognized by peers
• Significant impact on public and profession

Document mastery in significant completed works of landscape planning or design which have advanced the art, stewardship, and social responsibility of landscape architecture. While planning projects need not be implemented, such projects should have received significant recognition.

Works may include small or large, public or private, or local, regional, national, or international landscapes; and range from conception represented by plans or other illustrations, to built works.
Using the templates

**Experience/Recognition**

(These sidebars should include examples in the narrative, but may/should include other examples)

**Executive Summary**

Describe how and why the nominee is outstanding and exceptional in their field. Limit 250-300 words. Use the remaining narrative to reinforce the summary.

**The Narrative**

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**Testimonials**

Insert a testimonial here in *italics* which might be sought from a client, peer, public official, and/or allied professional. It should attest to the nominee’s accomplishments as specifically described in the narrative and should not exceed 75 words. Avoid using testimonials from supervisors. Insert a testimonial here in *italics* which might be sought from a client, peer, public official, and/or allied professional. Insert a testimonial here in *italics* which might be sought from a client, peer, public official, and/or allied professional.
Using the templates

Knowledge

• Exceptional accomplishments sustained over an extended period of time.

• Specific influence of the nominee’s accomplishments in this category on the profession and on the public’s knowledge base of landscape architecture.

• Personal role in advancing education and the profession.

<table>
<thead>
<tr>
<th>EDUCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree (Bachelor of Landscape Architecture/MLA), Institution, Year</td>
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<tr>
<td>Degree (Bachelor of Landscape Architecture/MLA), Institution, Year</td>
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<tr>
<th>PUBLICATIONS/RESEARCH</th>
</tr>
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<tbody>
<tr>
<td>[Year, Title, Publication]</td>
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First name Last name, ASLA

Current Position, Company/School/Organization

ASLA Council of Fellows Nomination: Knowledge

On behalf of the Executive Committee of the [___Chapter /ASLA/ASLA Council of Fellows], it is my privilege to nominate ________, ASLA, for your consideration.

Executive Summary: Describe how and why the nominee is outstanding and exceptional in their field. Limit 300-400 words. Use the remaining narrative to reinforce the summary. In order to maintain the format of the first page, the box surrounding the executive summary is not necessary. Be sure to a heading however.

Address the nominee’s exceptional accomplishments sustained over an extended period of time.

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Using the templates

Leadership/Management

- Exceptional accomplishments sustained over an extended period of time.
- Influence and impact of this work on the profession of landscape architecture and contribution to public advancement of the profession.
- Personal leadership role and administrative ability demonstrated in the accomplishment of project initiation or design, policy formation, or planning.

First name Last name, ASLA
Current Position, Company/School/Organization
ASLA Council of Fellows Nomination:
Leadership/Management

On behalf of the Executive Committee of the [__Chapter/ASLA/ASLA Council of Fellows], it is my privilege to nominate __________, ASLA, for your consideration.

Executive Summary: Describe how and why the nominee is outstanding and exceptional in their field. Limit 300-400 words. Use the remaining narrative to reinforce the summary. In order to maintain the format of the first page, the box surrounding the executive summary is not necessary. Be sure to a heading however.

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Using the templates

Service

• Exceptional accomplishments as a volunteer at the local, state, national and/or international levels sustained over an extended period of time that are truly inspiring and serve as an example to others.

• Notable activities that contribute to the advancement of the profession of landscape architecture and public recognition of the profession.

First name Last name, ASLA
Current Position, Company/School/Organization
ASLA Council of Fellows Nomination: Service

On behalf of the Executive Committee of the [___ Chapter / ASLA/ASLA Council of Fellows], it is my privilege to nominate __________, ASLA, for your consideration.

Executive Summary: Describe how and why the nominee is outstanding and exceptional in their field. Limit 300-400 words. Use the remaining narrative to reinforce the summary. In order to maintain the format of the first page, the box surrounding the executive summary is not necessary. Be sure to a heading however.

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Using the templates

Works

• Exceptional accomplishments in planning, and/or design, which have been sustained over an extended period of time

• Completed works, which demonstrate mastery of the art, stewardship and social responsibility of landscape architecture

• Projects demonstrate outstanding quality and significant impact on the public and the profession evidenced through recognition. Recognition can include awards from ASLA or from other allied organizations such as AIA, APA, ULI, etc.

First name Last name, ASLA
Current Position, Company/School/Organization
ASLA Council of Fellows Nomination: Works

On behalf of the Executive Committee of the [Chapter /ASLA/ASLA Council of Fellows], it is my privilege to nominate __________, ASLA, for your consideration.

Executive Summary: Describe how and why the nominee is outstanding and exceptional in their field. Limit 300-400 words. Use the remaining narrative to reinforce the summary. In order to maintain the format of the first page, the box surrounding the executive summary is not necessary. Be sure to a heading however.

Address the nominee’s exceptional accomplishments in planning, and/or design, which have been sustained over an extended period of time.

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Using the template

**the narrative**

- Structure narrative to address criteria
- Introduction: the Executive Summary should briefly state ‘how’ and ‘why’ the nominee is outstanding
- Follow-up with well-chosen examples that clearly support the exceptional contributions of the nominee.

**tips:**

- Focus on key significant achievements (cutting edge/seminal work, most prestigious awards, most recognized, etc.)
- Document value through results (innovations brought about by nominee’s work, peer or user assessments of impact, changes in perception or practice, etc.)
- Be enthusiastic yet truthful
- Use bullets and sub-headings to break up the narrative for ease of review
- Make it easy for the jury to read and understand!
Using the template

the narrative

- Clearly state the specific role(s) of the nominee
- Be precise in attributing work, awards, publications, etc.
- Be clear on the nominee’s role in group or team efforts. Example: When leading a project, what did the nominee do?

**tips:**
- Use action verbs: Led, Directed, Designed, Managed, Organized, Created, etc.
- Provide evidence of impact. Not enough to serve on a committee—what were the results?
- Clarify, clarify, and clarify.
Using the template

the testimonials

- Testimonials should be specific to the nominee’s work
- Should relate to the category criteria and to accomplishments addressed in the narrative
- Should reflect writer’s actual experience with nominee—do not use generally-worded recommendations.
- Diversify testimonial writers – use clients, municipal officials, and others that show the nominee’s breadth of influence.

tips:
- Avoid using supervisors of any kind.
- Do not use too many ASLA officers as testimonial writers. (ASLA officers should use their business affiliation in their references)
- Try to go outside ASLA to show impact of nominee’s work.
Using the template

awards & recognition

Nominations should show evidence of recognition over a sustained period of time.

Include national and local awards (ASLA and other relevant, allied organizations) and recognition that support the category of nomination.

Recognition does not have to be awards; it can be evidence that nominee is viewed as expert in the field – speaking engagements, invitations to sit on juries, etc.

**tips:**

- Provide a sense of time and when specific accomplishments were achieved in relation to the nominee’s career.
- Organize all sidebar information in chronological order.
- Clarify which awards are national, regional, local.
Using the template

the images

WORKS is only category that requires/allows images

20 images only using PowerPoint template provided on website.

Include nominee’s name, image number, title of project and a descriptive caption of no more than 50 words.

Projects included in the PowerPoint should be addressed in the narrative. Do not include a project not in narrative.

tips:

• Provide succinct caption of why the image is important
• Use professional photography
• Update old photography if possible.
• Photoshopped images should be labeled as such
• Include award information in caption if applicable
Using the template

the images

Multiple images are allowed are one page, however, each image must be numbered individually and counts toward 20-image limit. 20 images not 20 pages.
Using the template

**Summary**

- Last page ends with a summary of nominee by the chapter
- Signed by chapter president only
- Chapter executive committee decides who is submitted
- Chapter executive committee should review and feel comfortable signing off on submission

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For two historic parks — Alviso Adobe Community Park in Pleasanton and Peralta Hacienda Historical Park in Oakland.

On a national level, Chris sought to engage other states in the HALS program by issuing a challenge to document children's theme parks. She promoted the challenge and succeeded in winning a $1,000 grant from the National Trust for prize money. The success of the program led Paul Doliniski, Chief of HALS at the National Park Service, to adopt it as an annual program.

As part of ASLA’s campaign to gain funding for HALS, Chris worked with Roxane Blackwell in a tremendous effort to reach out to her chapter members, to ASLA, to ALA and to the California Preservation Foundation (CPF) for support. As a result, members of Congress received more appeals than during any previous year, and significantly more of the legislators signed on to the legislation. During this time Chris also served two terms as chair of ASLA’s Historic Preservation PPN. She was an active chair, working with Katha Helger and Rachel Shaw, and issued regular HP PPN bulletins to keep her membership informed of issues and encourage them to attend the annual ASLA conferences.

As a HALS Liaison, Chris takes seriously her duty to educate public officials and others about the HALS program. She has given lectures for our chapter, for the ALA San Francisco Chapter, for CPF and for several other groups. She organized a contingent to meet with the State Historic Preservation Office (SHPO) in Sacramento and participated in ASLA’s lobby day to advocate for HALS. Working with Clark Ebbert, she has given three talks on HALS at ASLA’s national conferences. These efforts have been successful; Alameda County and the cities of Oakland and San Francisco have each stipulated that cultural landscapes be documented in accordance with HALS standards thanks to the advocacy of Chris and the Northern California chapter.

I heartily recommend Chris Pattillo as a fellow of ASLA.

April Philips, RLA, FASLA
President ASLA San Francisco Chapter
deadlines

chapter nominations

Nominations are due to ASLA headquarters by Friday, January 26, 2018, 11:59pm Pacific time.

Submissions are due to ASLA headquarters by Friday, January 1, 2018, 11:59pm Pacific time.

Materials will be reviewed by the COF Executive Committee for possible nomination to the Council. If nominated, the submission will be included with chapter nominations during jury review.

Domestic members who are not affiliated with a chapter may also submit to COF Executive Committee by this deadline (this includes individuals who move a lot or live/work in multiple states and may fall under radar of a chapter).


international members
Submit five-page statement and Power Point if, applicable, via new online submission system. If using Publisher or InDesign, please submit PDF files.
START A NEW NOMINATION

Type the nominee’s and select the category. Then, click Continue.

Click here to download and read about the nomination categories.

Name of Nominee
John Doe

Nomination Category
Leadership/Management

* Indicates required field

Continue
Submission

**TASK LIST**

Click on each task below to complete required information. A green check mark indicates a complete task.

*Once all tasks are complete, click PREVIEW & SUBMIT.*

Nomination ID: #142891
John Doe
Nomination Category: Works
Nomination Status: Active

1. **Nominee and Chapter President**
   Click here to provide additional information about the contacts.

2. **Additional Details**
   Please answer the following questions.

3. **Nominee Photo/Headshot**
   Click here to provide a profile photo of the nominee.

4. **Nomination Statement**
   Click here to provide your nomination statement.

5. **Works Category Images**
   Click here to provide your images.

6. **Nomination Verification**
   Click here to invite the Chapter President to complete their agreement for this nomination.
submission
ADDITONAL DETAILS

Please answer the questions below and then select "Continue".

1. Is the nominee aware of the nomination? *
   - Select one ...

2. Will the nominee allow the ASLA Council of Fellows jury to change the category of the nomination? *
   - Select one ...

3. Membership *
   The nominee certifies that they have at least 10 years of continuous, FULL membership with ASLA:
   - Select one ...

4. Nominating Body *
   Please choose your nominating body:
   - Select one ...

5. If you selected Chapter from above, please indicate which Chapter:
   - [Blank]

[Continue]
QUESTIONS?

Curt Millay, ASLA

cmillay@asla.org

202-216-2340