



Southeast Athletic Trainers' Association

District IX of the National Athletic Trainers' Association

SEATA Hall of Fame Committee Structure and Function



The SEATA Hall of Fame Committee was formed to recognize and honor those members of our District who have served and demonstrated outstanding and unusual service to SEATA and the profession of Athletic Training.

COMMITTEE STRUCTURE:

1. The committee will consist of a chairperson appointed by the District IX President and one member from each state in SEATA.
2. Committee members are approved annually by the SEATA Executive Board and selected by the SEATA President and Hall of Fame Committee Chair. The importance of diversity across the scope of practice by Certified Athletic Trainers will be recognized.
3. Committee members will evaluate nominations; help with awards presentation and collection of such information as needed by the committee to make their decision.
4. Committee meetings, as needed will be conducted at the Annual Clinical Symposium & Members Meeting, through telephone calls, telephone conference calls, emails, letters or faxes.

NOMINATION, SELECTION, AND INDUCTION PROCEDURE:

1. The nomination process is designed to be fair and objective to recognize those members who have performed extraordinary service and brought honor to the profession of athletic training particularly at the SEATA level. Service at local, state, and national levels is considered but service to SEATA is the primary consideration.
2. Nominations may be made by any certified member of District IX in good standing. Nomination must be submitted via the web at <http://www.seata.org/hofinfo.htm> by November 15th prior to the induction year.
3. Application forms can be downloaded from the SEATA website at <http://www.seata.org/SEATAHoFAppFm.doc>.
4. Once the Committee Chair receives the nomination form, the nominee will be contacted by the Chair advising him/her of their nomination and the application form completion process.
5. Nominating members and nominees are encouraged to contact the SEATA Hall of Fame Committee Chair with any questions regarding the process or forms.
6. Application forms are to be sent by email (preferred) or mail to the SEATA Hall of Fame Committee Chair by December 15th prior to the induction year.
7. Completed application nomination and evaluation forms will be sent to each SEATA Hall of Fame Committee Member no later than December 31st.
8. Hall of Fame Committee Evaluation Forms must be returned to the SEATA Hall of Fame Committee Chair by January 31st.
9. The SEATA Hall of Fame Committee Chair will inform the SEATA President of the successful nominees. The SEATA President will present to the SEATA Executive Board for approval and will then contact the recipient(s) and inform them of their selection.
10. All newly approved SEATA Hall of Fame inductees will be notified in writing by the President or his/her designee on or before February 7, and asked to respond in writing of their acceptance and attendance at the Annual Clinical Symposium & Members Meeting by February 15. If the new "Hall of Fame" member is unable to attend the Annual Clinical Symposium & Members Meeting, he/she will need to forward the name of the person they wish to accept their award to the Hall of Fame Committee Chair.
11. The President or his/her designee will solicit and develop with the inductee a biographical statement and picture for inclusion in the Hall of Fame Awards Program and the SEATA website.
12. The SEATA Hall of Fame Committee Chair will, by email, inform the other SEATA Hall of Fame Committee of the results of selection.
13. The SEATA Hall of Fame Committee Chair will then order plaques/awards.
14. Award presentation will take place during the Annual Clinical Symposium & Members Meeting. If possible, a close personal friend of the recipient may be asked to make the actual presentation.