







IFTSA Chapter of the Year Awards RULES AND GUIDELINES

BACKGROUND

The Chapter of the Year (COY) was first established in 1976 to recognize outstanding IFTSA chapters. The competition was revised in 2014 to better align with IFTSA's Strategic Plan and to increase recognition for the many outstanding IFTSA chapters. Further edits were made in 2018 following a review by the IFTSA Competitions Task Force and again in 2022 to reflect the new mission of IFTSA. Applications will be assessed on the chapter's essay responses and completion of minimum chapter requirements.

IFTSA Mission

The mission of IFTSA is to enrich the academic experience and empower students to thrive individually and together. The mission includes two parts, *prepare the future* and *celebrate the community*. The Chapter of the Year awards are designed to recognize chapters that demonstrate this mission and develop, grow, advance, include, excite, and support student members.

Mission: To enrich the academic experience and empower students to thrive individually and together		
Prepare the Future	&	Celebrate the Community
 <p>Develop exceptional emerging professionals by providing opportunities beyond the classroom and lab</p>		 <p>Include and promote diverse perspectives and backgrounds to foster a culture of belonging</p>
 <p>Grow student networks to facilitate meaningful, lasting connections</p>		 <p>Excite members through experiences available only with the student association</p>
 <p>Advance students' professional aptitude to enable success in their careers</p>		 <p>Support and recognize dedicated individuals in the science of food</p>

AWARDS

The following awards will be presented annually:

- Outstanding Chapter, "Prepare the Future" - \$250 with trophy

- Outstanding Chapter, “Celebrate the Community” - \$250 with trophy
- Chapter of the Year - \$1000 with trophy

All Awards recipients will be recognized at IFT FIRST during the IFTSA Closing Ceremony.

* The overall Chapter of the Year recipient is additionally eligible for up to one of the Outstanding Chapter awards.

SCHEDULE

April 15, 2024	Application submission deadline
July 16 - July 19, 2024	IFT FIRST in Chicago

ELIGIBILITY

- A. Student group must be an official IFTSA chapter in compliance with IFTSA Bylaws.
 - a. Contact IFTSA VP of Chapter Engagement or designated IFT staff member for information on minimum chapter requirements.
- B. Chapter officers must be student members in good standing with IFT for the current academic year.
- C. Submitting chapter officer cannot be the IFTSA Chapter of the Year Awards Chair for that year.
- D. Faculty Advisor must be an IFT member in good standing for the current academic year.

GENERAL AWARD INFORMATION

The Institute of Food Technologists Student Association welcomes all chapters to apply for the Chapter of the Year Awards. All submissions are to be submitted via the portal on IFT.org. The submission deadline is **April 15, 2024, at 11:59 pm Central Time**. Late submissions will not be accepted. Incomplete submissions will not be considered. You should receive an email receipt for your submission; be sure to retain a copy of this receipt for your records.

APPLICATION PROCEDURES

Application

The application includes one essay to show how the chapter embodies IFTSA’s promises, mission, and vision. One maximum 1500-word essay will be submitted and judged by the rubric below.

- A. One maximum 1500-word essay showing how the chapter embodies IFTSA’s promises, mission, and vision, graded by the rubric below
- B. Additional Required Material



- a. Chapter Health Survey
 - i. Part 1 (Fall semester)
 - ii. Part 2 (Spring semester)
- b. One PowerPoint Slide to be displayed during the IFTSA Closing Ceremony at the FIRST Annual Event
- c. Chapter and Department information

ESSAYS

Submissions may only include information from events and activities that occurred between May 1, 2023 and April 15, 2024.

- **Prepare the Future:** IFTSA promises to prepare the future by developing exceptional emerging professionals through providing opportunities beyond the classroom and lab, growing student networks to facilitate meaningful, lasting connections, and advancing students' professional aptitude to enable success in their careers. What are two events/activities that your chapter did that exemplified this promise? What was your chapters involvement of these events? What was the impact/outcomes of these events?
- **Celebrate the Community:** IFTSA promises to celebrate the community by including and promoting diverse perspectives and backgrounds to foster a culture of belonging, exciting members through experiences available only with the student association and supporting/recognizing dedicated individuals in the science of food. What are two events/activities that your chapter did that exemplified this promise? What was your chapters involvement of these events? What was your chapters involvement of these events?
- **Chapter of the Year:** Explain how your chapter strives to achieve IFTSA's vision and mission, deliver member value locally, and ultimately, why your chapter deserves the title of "Chapter of the Year." How much does your chapter participate in IFTSA events (such as competitions, section events, Spirit Week, Festive Foodie, Chapter Leader meetups, and Instagram takeover), as reported in your chapter health survey. Has your chapter changed, grown, or overcome challenges this year? Focus on initiatives and details not included in the previous two essays. The scoring for this section will be cumulative with the promise sections.



	Promises	
Events and Activites	Prepare	Celebrate
Event Description (5pt)		
Planning/Logistics/Challenges (5pt)		
Outcomes/How it ties to promise (5pt)		
Event Description (5pt)		
Planning/Logistics/Challenges (5pt)		
Outcomes/How it ties to promise (5pt)		
Promises Subtotal (30 pts possible)		
Promises Total (60 pts possible)		
Chapter of the Year	COY	
Participation in IFTSA events (5pts)		
Change/growth/overcame obstacles (5pts)		
Embodies IFTSA Mission and Vision (5pts)		
On time Chapter Health Surveys (5pts each)		
COY Subtotal (20 pts possible)		
COY + Promises Total (80 pts possible)		

Chapter of the Year

Performance Level	Adequate 1	Strong 3	Superior 5	Score	
				Prepare the Future	Celebrate the Community
Event Description	Describes the event /activity and the reasons/benefits of the events.	Describes the event /activity and the reasons/benefits of the events. Describes how events grow student network connections OR advance professional aptitude to enable career success.	Describes the event/activity and the reasons/benefits of the events. Events grow student network connections AND advance professional aptitude to enable career success.		
Planning/Logistics/Challenges	Description of planning/logistics/challenges not detailed. Chapter officers and members don't participate in organizing or running the event.	Detailed description of planning/logistics/challenges . Explanation of event history.	Detailed description of planning/logistics/challenges. Explanation of event history. Chapter officers and members are active in organizing and running event. Displayed how challenges were over come.		
Outcomes and How it Embodies Promises	Evidence of outcomes and success unclear.	Strong outcomes and evidence of success. 2-3 of the following are detailed: pictures, comments, discussion, evaluation feedback.	Superior outcomes and evidence of success. Thorough explanation of how the outcomes of chapter's events embody this promise. 3 of the following are detailed well: pictures, comments, discussion, evaluation feedback.		



Performance Level	Adequate 1	Strong 3	Superior 5	Score
Participation in IFTSA events (5pts)	Lack of participation in IFTSA Events and Activities	Participation is some IFTSA Events and Activities (3-5)	Participation is many IFTSA Events and Activities (6+)	
Embodies IFTSA Mission and Vision (5pts)	Does not address any of the following: Embodies IFTSA Mission and Vision; Empowering students in the science of food; and enriched students education by delivering value locally.	Addresses some of the following: Embodies IFTSA Mission and Vision; Empowering students in the science of food; and enriched students education by delivering value locally.	Clearly addresses all of the following: Embodies IFTSA Mission and Vision; Empowering students in the science of food; and enriched students education by delivering value locally.	
Performance Level	Adequate 1	Strong 5	Superior 10	Score
Change/growth/overcame obstacles (5pts)	Evidence of change/growth/overcame obstacles is adequate.	Evidence of change/growth/overcame obstacles is strong	Evidence of change/growth/overcame obstacles is exceptional	
				On-time Chapter Health Surveys (5pts ea.)

POWERPOINT SLIDE

- Include high quality pictures and descriptive text related to activities and events held by your chapter
- Include University name and logo
- **Do not** include IFT/IFTSA logos
- Single slide must be in .ppt or .pptx format, 16x9 aspect ratio. Max 25mb file size

NOTES

The enforcement, review, and changes of these Rules and Guidelines will be the responsibility of the Chair of the competition and designated IFT Staff member. Specific questions concerning the Chapter of the Year Awards can be directed to the Chair, or designated IFT staff member.

QUESTIONS

Please contact the IFTSA Chapter of the Year Award Chair via email at iftsa.coy@gmail.com.