Community College Futures Assembly
2016 APPLICATION PROCESS AND GUIDELINES

Purpose of Awards

The Bellwether Awards annually recognize outstanding and innovative programs and practices that are successfully leading community colleges into the future.

Categories for 2016 Bellwether Awards

1. **Instructional Programs & Services:** Programs or activities that have been designed and successfully implemented to foster or support teaching and learning in the community college.

2. **Planning, Governance & Finance:** Programs or activities that have been designed and successfully implemented to improve efficiency and effectiveness in the community college.

3. **Workforce Development:** Public and/or private strategic alliances and partnerships that promote community and economic development.

Criteria for 2016 Bellwether Awards

The content in the application should address the following elements (selection weights are shown in parentheses):

a) *The conference theme: Back to the FUTURES II — Pathways Unbound (10%)*

"No Ordinary Pathway: Understanding the Unique Student Journey" is the theme for 2016 Community College Futures Assembly, emphasizing the diverse solutions community colleges utilize when facing critical issues.

b)   *An identified critical issue (10%)*

The 2016 Community College Futures Assembly seeks nominations/applications for leading edge trend-setting Bellwether Programs that address *one or more* of the critical issues in higher education. *Please articulate the critical issue that your program addresses.*

c) *The application criteria (80%)*

   • Identify the issue or challenge that this leading edge program or activity was designed to address. (20%)

   • Describe the process, timeline, participants, and resources required to implement the program or activity. (20%)

   • Specify the results and/or impact. (20%)

   • Elaborate on lessons learned for colleges considering a replication of this initiative. (20%)

d) *Optional Video Clip (N/A)*

We encourage applicants to submit a video clip that is no longer than 1 minute, addressing the selection criteria below. However, submitting video is *OPTIONAL*. The video clip can be uploaded on YouTube (as public or unlisted) and link included in the form in the appropriate filed.

While submitting video is entirely optional, this is a great way to showcase your outstanding program to the higher education community because we will be showing these clips during important sessions including reception.

Review Process

Step One – Announcement and Call for Nominations and/or Applications

The 2016 Community College Futures Assembly Nominations and/or Applications are announced by September 2, 2015. The announcement and call for nominations and/or Applications is open to all public community colleges.

Step Two – Applications for Bellwether Finalists

To be considered for the 2016 Bellwether Awards, a formal application form must be completed and received by the Community College Futures Assembly by 11:59 p.m. on October 19, 2015. Applications can be submitted electronically. The Program Summary portion of the application should not be longer than one page, with 1" margins and font

no smaller than size 10. The applications do NOT need to submit any supplemental material at this stage. To apply, please visit: https://education.ufl.edu/futures/apply-online/

Step Three – National Panel of Judges Reviews All Applications

All applications will be sent to the national panel of judges, and they will determine 10 finalists in each category on the basis of selection criteria.

Step Four – Notification to Finalists

The Community College Futures Assembly staff will notify finalists by mid- or late-November and invite them to attend the Community College Futures Assembly in January 2016.

Step Five – Attendance Confirmation and Presentation Preparation

The finalists need to confirm their attendance by December 5th, 2015. At the same time, attendees should register for the Assembly and make Hotel reservation. College representatives (e.g. trustees, chancellor, presidents) are recommended to attend in showing strong institutional support toward the program.

More instructions about supplemental materials will be provided after attendance is confirmed. A Bellwether Awards webinar will be offered in December to address presentation preparation and related questions.

Step Six – Bellwether Awards Presentation and Award Announcement

The finalists will compete for the Bellwether Award in each category.

A National Panel will review your packet and judge the quality of your presentation during the Assembly in 2016. The Bellwether winners will be selected and announced then. The 2016 Bellwether Awards will be presented to the winner in each category over the Bellwether Award luncheon on January 26, 2016.

Timeline for the 2016 Community College Futures Assembly

Important Dates
September 2, 2015   --   Call for Nomination and/or Application
October 19, 2015   -- Application Due 11:59pm
October 23, 2015 -- Applications sent to judges
Mid- November, 2015 -- Notification of Status to Applicants
November 23, 2015 -- Finalists confirm attendance by 12:00pm
December 20, 2015 -- Last day for Early bird registration
December 25, 2015 -- Hotel reservation cut-off
January 24, 2016   -- Supplemental materials drop-off at the registration table by 12:00pm