**Tennessee Association of Agricultural Agents and Specialists**

**Constitution, By-laws and Policy Handbook**

**Updated August 2024**

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**Section 1**

**CONSTITUTION AND BY-LAWS**

**TENNESSEE ASSOCIATION OF AGRICULTURAL AGENTS AND SPECIALISTS**

Adopted with revisions December 9, 2024

**CONSTITUTION**

ARTICLE I - NAME

The name of this organization shall be “Tennessee Association of Agricultural Agents and Specialists” herein after referred to as Association or TAAA&S.

ARTICLE II - OBJECT

SECTION I - It shall be the object of this organization to promote the agricultural interests of Tennessee as they relate to Extension and uphold the teachings of the State of Tennessee Land Grant Colleges. Use of the term Extension herein refers to both UT Extension and TSU Extension programs.

SECTION II - It shall encourage mutual helpfulness among its members; encourage a high standard of professional performance among workers, promote programs that will improve professional training, equitable compensations, a retirement program for all Extension workers and adequate coverage by insurance programs.

SECTION III - It shall promote cooperation with other agricultural agencies of the state, but place greater emphasis on Extension to Agriculture activities for all the people of Tennessee.

SECTION IV - We shall continue to cooperate with the National Association of County Agricultural Agents, and in-so-far as possible, coordinate our state program with the national program.

ARTICLE III - MEMBERSHIP

SECTION I - Any member of Extension shall be eligible for membership on the payment of the annual membership fee. Active membership is allowed for retired members who can or may be serving in a position on the NACAA board or national committee until the national appointment ends (04/22/22). Upon two-thirds vote of the membership at any regular meeting any member may be expelled from this organization for any professional irregularity. Before the vote shall be recorded against a member, the member shall have the privilege of speaking in their own behalf.

SECTION II - Any retired member of Extension may become a lifetime associate member of the Association (06/23/23). Associate members are not eligible to hold offices and vote. The fee for membership will be submitted to the National Association for lifetime membership in the National Association.

SECTION III – The state association is made up of three regional associations based on the Extension administrative regions. Each member is a member of the regional association in which their headquarters office is physically located.

**BY-LAWS**

ARTICLE I - OFFICERS

SECTION I – There shall be 13 officers of the Association which will constitute the Board of Directors and thus serve the same purpose as the Executive Committee. The 13 officers of this association shall consist of the following:

1) President,

2) President-Elect,

3) First Vice-President,

4) Second Vice-President,

5) Third Vice-President

6) Secretary,

7) Treasurer,

8) the immediate Past President,

9) Historian,

10) Life Member Director

and oneRegional Association Director from each of the following groups:

11) Western Region Director,

12) Central Region Director, and

13) Eastern Region Director.

Ten of these officers serve as voting members of the board – the Historian and Life Member Director will be non-voting members of the board with the President only voting in the case of a tie. The officers shall be elected for a period of one year. Election shall be by written ballot if there is more than one nominee for the office. Officers shall serve until their successors are elected and qualified.

SECTION II - One RegionalSecretary-Treasurer shall be elected from each Extension Region and the Specialists.

SECTION III - The President, President-Elect, First, Second and Third Vice-Presidents, Secretary, Treasurer and the directors shall be nominated each year by a nominating committee appointed by the President of the Association. A nomination for the Third Vice-President will come from the regional associations on a rotating basis. Beginning July 1, 2008, the nomination for Third Vice President will come from the Central Region followed by the Eastern Region in 2009, the Western Region in 2010 and so on in succeeding years. Election as Third Vice President begins a succession system whereby the person serving as Third Vice president will move up the succession of offices, holding each office for one year. The succession of offices is Third Vice President, Second Vice President, First Vice President, President-Elect, President, and Immediate Past President. The rotation system for succession to the next higher office shall not include the offices of Secretary and Treasurer who hold office at the pleasure of the membership. The Historian and Life Member Director serve at the pleasure of the board of directors.

SECTION IV - The fiscal year of this organization shall be the Calendar Year. However, newly elected officers shall assume duties on July 1 following election at Annual Meeting.

ARTICLE II - DUTIES OF OFFICERS

SECTION I - The President shall preside over all meetings of the Association and of the Board of Directors. The President may call special meetings of the Board of Directors. The President shall perform such duties as usually pertain to this office. The President shall appoint an auditing committee to audit the Treasurer’s records prior to the Annual Meeting. The President shall perform such other duties as may be prescribed by the Board of Directors.The President shall be an ex-officio member of all committees.

SECTION II - The President-Elect shall perform the duties of the President in case of the President’s absence or disability. The President-Elect shall be chair of the Committee responsible for all arrangements pertaining to the Annual Meeting of the Association and shall assume any other tasks that may be assigned by the President or Board of Directors.

SECTION III - The First Vice-President shall work closely with all state committee chairs. The First Vice-President shall coordinate their activities and assist them in any way to make the activities of these Committees more effective. The First Vice-President shall also assume any tasks that may be assigned by the President or Board of Directors.

SECTION IV - The Second Vice-President shall coordinate the duties of membership and thereby work closely with the TAAA&S Regional Association Directors and State Secretary to encourage membership in this organization. The Second Vice-President shall also assume any tasks that may be assigned by the President or Board of Directors*.*

SECTION V - The Third Vice-President shall assume any tasks that may be assigned by the President or Board of Directors*.*

SECTION VI - The Past President shall serve as a liaison between the retired members of the Association and the Board of Directors. The Past President will serve as a mentor for the Vice-President-Elect and assist him or her in completing their duties. The Past President will serve as chair of the Committee of Past Presidents. The Past President shall also assume any tasks that may be assigned by the President or Board of Directors.

SECTION VII - The Secretary shall keep a complete record of all meetings of the Association and of the Board of Directors and shall have general charge and supervision of the books and records of the Association. The Secretary shall make a full report of all matters and business pertaining to the office to the members at the Annual Meeting. The Secretary shall receive all communications, papers, and bills that normally come with such office, keep a record of the membership, send out notices of meetings, and conduct all necessary correspondence and perform such other duties as usually pertain to the office.

SECTION VIII - The Treasurer shall keep a full and complete record of all receipts and expenditures of the Association. The Treasurer is authorized to incur the necessary expenses for materials such as stamps and stationary.

SECTION IX - The Board of Directors shall have general supervision and control of the affairs of the Association and give guidance to the officers of the Association. The Association Director in each Region shall perform duties in his/her Region as usually pertains to the Office of President.

SECTION X - The Secretary-Treasurer in each Region shall assist the Regional Association Director and the Association’s Secretary and Treasurer in collecting dues and keep necessary Regional records.

SECTION X I– A quorum of the Board shall consist of one-half of the voting members plus one -- [example: 1/2 of 10 voting members = 5 + 1 = 6 members of the voting board members will constitute a quorum].

ARTICLE III - MEMBERSHIP

SECTION I - Any member of Extension shall be eligible for membership on the payment of the annual membership fee. Active membership is allowed for retired members who can or may be serving in a position on the NACAA board or national committee until the national appointment ends (04/22/22). Upon two-thirds vote of the membership at any regular meeting any member may be expelled from this organization for any professional irregularity. Before the vote shall be recorded against a member, the member shall have the privilege of speaking in their own behalf.

SECTION II - Any retired member of Extension may become a lifetime associate member of the Association (06/23/23).Associate members are not eligible to hold offices and vote. The fee for membership will be submitted to the National Association for lifetime membership in the National Association.

ARTICLE IV - ASSOCIATION MEETINGS

SECTION I - The annual meeting of the Association shall be held as designated in the call by the President. This call to be mailed or emailed to each member and life member at the last known address at least 45 days prior to the date of the meeting.

SECTION II - A Quorum shall consist of 10% of the membership of the Association.

ARTICLE V - VACANCIES

A vacancy in any office or committee shall be filled by appointment by the President until the time of the next annual meeting. If the president’s office becomes vacant for any reason the next office in succession (President Elect, then Vice President and so forth) will assume the President’s duties (04/22/22).

ARTICLE VI - COMMITTEES

At each annual meeting the President and the Board of Directors shall appoint such committee chairs as they deem necessary, to give fullest cooperation with National Committees and the National Program.

ARTICLE VII – CONSTITUTION AND BY-LAWS

The Constitution and By-Laws of this association may be amended at any annual meeting by two-thirds vote of the members present. Any proposed change must be submitted to the Association President at least ninety (90) days before the annual meeting and must be included in the President’s official call for the annual meeting.

ARTICLE VIII – TAAA&S FOUNDATION

The investment and disbursement of funds known as the TAAA&S Foundation funds will be handled according to the following:

SECTION I - The value of the funds invested within the managed investment portfolio as of 12/31/2000 ($126,605) will be held in reserve. This reserve fund is to be regarded as “protected” and may not be expended for any reason unless approved by the TAAA&S Foundation Board, a two-thirds majority vote of the TAAA&S Board of Directors, and/or a two-thirds majority vote of the total membership (based on the membership count of March 15 of the current year). The “protected” fund balance will be increased each year by ½ of the annual growth rate percentage.

SECTION II - The balance of the foundation funds plus the additional earning from investment portfolio noted in Section I shall be used in accordance with the following priorities:

1. Growth of the fund through managed investment.
2. Meeting commitments, preferably based on recommendations of the TAAA&S Foundation Board to the TAAA&S Board of Directors.
3. Expenditures to benefit the TAAA&S membership.

SECTION III - Expenditures within a given year may be spent at the direction of the TAAA&S Board of Directors, preferably based on the recommendation of the TAAA&S Foundation Board.

SECTION IV - Any TAAA&S member may submit written proposals to the Chair of the TAAA&S Foundation Board with ideas or suggestions for using the funds within the guidelines noted in Section II.

SECTION V - The TAAA&S Foundation shall exist to serve the membership of TAAA&S as long as funds exist to administer, and TAAA&S exists as a viable organization. If TAAA&S ceases to exist as a viable organization, funds which are overseen by the TAAA&S Foundation Board shall become the property of an organization resembling TAAA&S in purpose and goals (as directed by the TAAA&S Board of Directors). If such an organization is not identified or if the TAAA&S Board of Directors fails to act to designate the monies, the funds shall become the property of the University of Tennessee Extension.

SECTION VI – The TAAA&S Foundation Board will be comprised of six active members -- these members being the past three TAAA&S Presidents, the current State President, the current state Treasurer and the Third Vice-President. The TAAA&S Foundation Board shall meet at least once annually. A quorum of the Foundation Board shall consist of one-half of the voting members plus one - - [example: ½ of 6 members = 3 +1 = 4 members of the Foundation Board constitutes a quorum.]

**Section 2**

**Policy Set by Action of Board of Directors**

**2-1       Tennessee Association of Agriculture Agents and Specialists Travel Reimbursement**

Travel reimbursement will be made according to the following criteria:

1. Reimbursement must be claimed using Extension travel guidelines and reimbursed from Account Number R121040048 listed as a “Public Service” Account or other lines as determined by the Board.
2. Reimbursement will be made according to the following priority.
   1. DSA and AA recipients receive $150.00 to attend NACAA Annual Meeting. Left out in most recent approved draft
   2. State Board members receive reimbursement for mileage and lodging to state board meetings other than the state annual meeting.
   3. State Board Members receive $150.00 to attend NACAA Annual Meeting.
   4. State Board Members receive reimbursement for JCEP Workshop expenses: Registration Fee, Lodging and transportation.
   5. Two representatives of the Board are eligible for full reimbursement of travel expenses to attend the PILD conference each year. One representative will be reimbursed based on policy approved by the Dean of UT Extension (using UT travel funds) and the other representative will be reimbursed using the TAAA&S travel fund (Acct #R121040048). The two board representatives are typically the President and President-Elect.  In the event of the President and/or President-Elect, replacements can be selected from other board members.
   6. Guidelines to be reviewed each December.
   7. Issues involving interpretation of travel reimbursement using TAAA&S funds for the NACAA AM/PIC rest with the TAAA&S Board of Directors.

(Entire section 2-1 revised December 3, 2012). (Revised on December 9, 2013)

**2-2       NACAA AM/PIC Travel Supplement**

Any member attending the NACAA AM/PIC who receives less than a total of $500.00 from UT travel, TAAA&S Travel Award, Region TAAA&S Awards, County Funds, or NACAA award funds and travel reimbursement will receive $100.00 from Foundation Funds.  The State President must notify the State Treasurer of those members eligible for this travel supplement. (09/27/05)

**2-2-1 Search for Excellence**

At the 2019 annual business meeting, cash awards monies, $100 to each recipient, from Foundation funds were established to any member who will be attending the NACAA AM/PIC and receiving the Search for Excellence award. (05/17/19)

**2-3 TAAA&S Board Advisor**

The TAAA&S Board Advisor serves at pleasure of Board of Directors with an automatic re-appointment each year at the annual meeting unless otherwise terminated and is provided $250 in travel expenses per year. (09/27/05) The role of the TAAA&S Board Advisor is advising board on policy interpretations, matters of historical precedent, and serve as editor of the policy handbook. The board advisor does not have voting privileges on the board of directors. The board advisor will conduct the installation of new officers at the state annual meeting. (12/03/2012)

**2-4 Communications Awards Funding**

The $500 available for Communications Awards was first provided by an outside donor. After the donor discontinued support, the state general fund funded the awards. The board voted on 2-10-98 to increase funding by an additional $500 that would come from foundation funds. On 4-22-99 board voted to fund entire $1,000 from foundation funds. On 3-20-07, the board confirmed to pay Communications Award expenses (prize money and the cost of plaques) using Foundation funds with the limit of funds set as the total of all award category maximums based on the following: First Place = $40.00, Second Place = $25.00, Third Place = $10.00 and a $100.00 cash award for Communicator of the Year.

At the 2019 annual business meeting, the communications awards monies were increased to the following: First Place= $50, Second Place= $35, Third Place- $20 and Communicator of the Year= $150 (05/17/19).

**2-5 NACAA Voting Delegates**

Voting delegates for the NACAA Annual Meeting are appointed by the President in office at the time of the request for delegates by NACAA. The spirit of past procedures has been to utilize members of the Board of Directors and spread the delegates across all regions of the association. In order to make effective use of TAAA&S travel funds, the President is encouraged to appoint voting delegates based on those members already planning to attend the AM/PIC.

**2-6 Registered Agent**

In order to remain registered as an organization with the State of Tennessee, an individual must be designated as “Registered Agent.” The “Registered Agent” receives the notice of the annual renewal of the charter. A fee of $20.00 is required to remain registered with the state. Changing the “Registered Agent” has a fee of $20.00 per change. The State Treasurer will be designated as “Registered Agent” until such time as a change needs to be made. (12/07/98) (12/08/14)

**2-7 Undergraduate Scholarship**

The board approved on 4-22-99 fund the scholarship out of foundation funds. On 4-24-2001 board approved adding a second scholarship beginning in 2002.

*SELECTION CRITERIA*

1. Two $1500 (05/17/19) scholarships will be awarded annually, following submission of proof of registration to the TAAA&S Scholarship Chairman.
2. Recipient must be a child of a TAAA&S member or Life Member in good standing with three or more years of TAAA&S membership.
3. Recipient can be of any major with preference given to (1) agriculture, (2) family and consumer science, and (3) other sciences.
4. Recipient can attend any university with preference given to attendance in the University of Tennessee System, TSU and the Tennessee Board of Regents system.
5. Preference given to year in college: (1) Freshman, (2) Sophomore, (3) Junior, (4) Senior.
6. Selection committee should use other information on the scholarship application if needed to select recipient. Eg.: leadership activities, grade average, etc.
7. If recipient attends the University of Tennessee, Knoxville majoring in agriculture, the scholarship should be awarded at the Agriculture Awards Banquet if possible. Otherwise, arrangements can be made for the presentation of the scholarship.
8. A recipient can receive the scholarship only one time.

**2-8 Distinguished Service and Achievement Award Selection**

The Recognition and Awards State Chair is responsible for coordinating the selection of DSA and AA recipients within the guidelines set forth by NACAA. Nominations are accepted from all regions. Members can submit nominations for themselves or co-workers. DSA and AA winners are recognized at the state annual meeting and the NACAA Annual Meeting. NACAA Policy requires DSA and AA attend the respective awards program at the Annual Meeting in order to receive the award. DSA and AA recipients are selected from the entire membership without regard to region. (04/10/08)

Per board action, Tennessee recipients of the AA must have been employed by Extension a minimum of three years by March 15 of the year the award is presented. (04/15/10)

At the 2019 annual business meeting, cash awards monies, $150 to each recipient, from Foundation funds were established. (05/17/19)

**2-9 TAAA&S Early Career Award**

The TAAA&S Early Career Award (formerly called the Outstanding Young Extension Worker) is a state award awarded to two members per region each year who has less than 10 years of employment with UT Extension. When there are eligible members in each category, one of these awards will be selected from county-based members and one from members whose job assignment is not county based (eg: state specialists, area specialists, region office staff, area agents). If there are no eligible members in one category, both recipients may come from the same category. These awards are presented at the state annual meeting each year. Selection of this award in each region is the responsibility of the Region Association Director. The Region Association Director should forward the selection to the State Recognition and Awards Chair by March 1 each year. A member is eligible to receive this award only one time, regardless of change of regions or job assignment. (04/10/08) (12/03/12)

At the 2019 annual business meeting, cash awards monies, $75 to each recipient, from Foundation funds were established. (05/17/19)

**2-10 Authorization to Pay**

The State President shall approve all expenditures of the Association except routine expenditures such as stamps, stationery and other routine obligations of the Association.

**2-11 Tennessee Association of Agriculture Agents and Specialists Endowment**

Account number F120000006. Listed as an “Academic Support” Account. The balance of this account is not expendable. Earnings from this account are placed in account number R120140005 to fund the TAAA&S/Hicks Award of Excellence each year.

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AGRICUL TURAL EXTENSION SER VICE

THE UNIVERSITY OF TENNESSEE INSTITUTE OF AGRICULTURE

November 11,1998

Office of the Dean

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Knoxville, IN 37901-1071

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Mr. Bob Williams

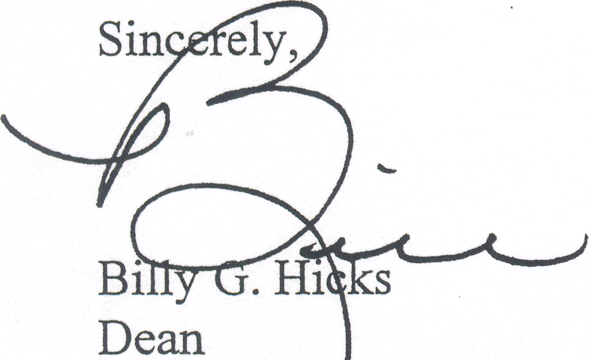
President, TAAA&S Agricultural Extension Service P. O. Box 168

Dresden, TN 38225-0168

Dear Bob:

Enclosed are two (2) copies of a fully signed memorandum of agreement between The University of Tennessee Agricultural Extension Service and TAAA&S.

We are pleased to cooperate with the TAAA&S in awarding TAAA&S-Hicks Awards of Excellence.



Enclosure

cDennis Jones

A *A State Partner* in *the Cooperative Extension System*

mE UNIVERSTIY OF TENNESSEE, mE u.S. DEPARTMENT OF AGRICULTURE AND COUNTY GOVERNMENTS COOPERATING The Agricultural Extension Service offers its programs to all eligible persons regardless of race, color, age, national origin, sex or disability and is an Equal Opportunity Employer.

MEMORANDUM OF AGREEMENT between The University of Tennessee Agricultural Extension Service and The Tennessee Association of Agricultural Agents and Specialists (T AAA&S)

This agreement is entered into by and between The University of Tennessee, hereinafter referred to as the University, and The Tennessee Association of Agricultural Agents and Specialists, hereinafter referred to as TAAA&S, to supersede the previous Memorandum of Agreement governing the commitments for the TAAA&S-Hicks Award of Excellence.

The TAAA&S-Hicks Award of Excellence is anticipated to be presented annually to up to three University of Tennessee Agricultural Extension Service or Tennessee State University Extension faculty who are also members of TAAA&S. Selection will be based upon excellence in Extension programming as described in the attached "Guidelines."

Following are the commitments which have been made upon which the T AAA&S-Hicks Award are based:

.T AAA&S agrees to fund an endowment with The University of Tennessee in the amount of $60,000. The primary use of the income from this endowment will be to help meet the T AAA&S financial commitment to support two of the three annual T AAA&S- Hicks awards.

.The University of Tennessee Agricultural Extension Service agrees to fund one of the three annual T AAA&S-Hicks awards subject to availability of funds in the current operating budget.

.Each TAAA&S-Hicks award is expected to be minimum of$1,500, subject to availability of funds in the current operating budget and the amount of earnings from the endowment.

.Consistent with the attached guidelines, the T AAA&S Board will collect entries for the award, screen applicants, and recommend candidates to the Dean of The University of Tennessee Agricultural Extension Service.

.If three suitable candidates are not found, one or two candidates may be submitted. If two candidates are submitted and accepted, T AAA&S and earnings from the endowment will fund one award and The University of Tennessee Agricultural Extension Service will fund the other subject to availability of funds in the current operating budget. If only one candidate is selected, the cost will be shared equally between earnings from the endowment

and The University of Tennessee Agricultural Extension Service subject to availability of funds in the current operating budget.

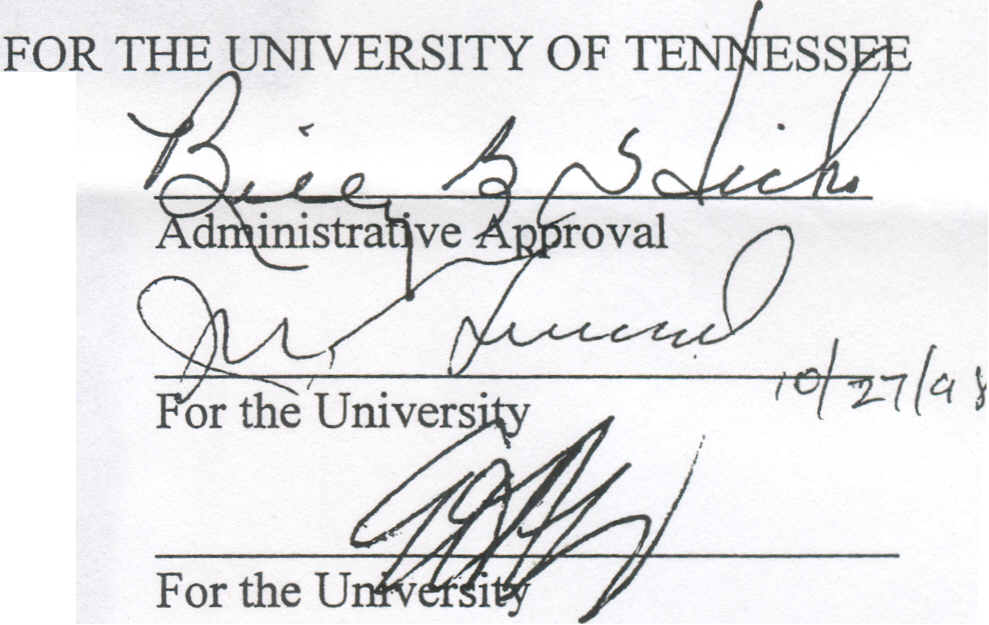
If, for any reason, the TAAA&S-Hicks Award is discontinued, the earnings from the Tennessee Association of Agricultural Agents and Specialists Professional Improvement Endowment Fund will be used for the purposes specified in the memorandum of agreement and administrative provisions as amended\_

IN WITNESS WHEREOF, the Tennessee Association of Agricultural Agents and Specialists and The University of Tennessee have executed this agreement this day of , 1998.

FOR T AAA&S \,

By: &)3 *uJ\_\_*





**2-12 TAAA&S/Hicks Award of Excellence**

**TAAA&S-Hicks Award of Excellence**

The TAAA&S-Hicks Award of Excellence will be presented annually to up to three University of Tennessee Extension or Tennessee State University Extension faculty who are also members of TAAA&S. Applicants must have been members of TAAA&S for three consecutive years.

Staff selected should have exhibited excellence in agricultural programming (adult and/or youth areas) over a five-year period. Programs should show a profound effect on agricultural efficiency, development, sustainability, visibility and marketing within the county, area or state.

Nominations will be broadly solicited. Applications may be submitted by/for any UT/TSU faculty member meeting requirements and applications will address effectiveness of the nominee’s performance within the most recent five-year period. Recipients of the $1500 TAAA&S-Hicks Award of Excellence will be ineligible for consideration for this award again for a period of ten years.

It is suggested that the selection represent different work assignments of UTE/TSU programming, including specialists, county agricultural agents and 4-H agricultural agents, according to their representation in the total TAAA&S membership. If a deserving candidate is not identified in any given year, the award will not be made.

Format for application TAAA&S Award of Excellence:

1) One-page letter of support from Region Director (for county/area faculty) or Department Head for State Specialists

2) One-page letter from a person familiar with the program

3) One-page letter from a person being impacted by the program

4) One-page resume emphasizing program impact using a 12-point font

Evidence of program excellence may include:

Adoption of research findings by clientele

Consolidation of research findings from many disciplines into meaningful systems

Effective communication with clientele

Leadership of team outreach efforts

Innovative individual outreach programming

Applications will be evaluated by the TAAA&S Executive Committee. The TAAA&S Executive Committee will recommend candidates to the Dean of the Agricultural Extension Service.

The TAAA&S President, Vice President, Secretary, Treasurer, and Past President are ineligible for this award (6/21/2023).

Announcement of the annual winners of the TAAA&S-Hicks Award of Excellence will be made at the Vice-President’s Annual Promotion and Awards Luncheon. Each winner’s program will be highlighted with significant information of how their program has advanced agriculture with their clientele.

**2-13 NACAA Hall of Fame Nomination**

The State Recognition and Awards Chair will coordinate the selection of the state NACAA Hall of Fame nomination with the TAAA&S Board of Directors and be responsible for seeing that the nominee’s application is completed in a timely manner in the NACAA database.

**2-14 Complimentary Membership to Newly-Hired Extension Employees**

In order to introduce newly-hired Extension Employees (who have never been members) to the Association, a one-time, complimentary membership to TAAA&S and NACAA will be provided by the Association. Those eligible for this one-time complimentary membership include Extension employees with less than five (5) years Extension employment (as of March 15). These five (5) years include Extension employment in any state. Those employees meeting these criteria and wishing to accept the one-time complimentary membership should forward their request to the appropriate Regional Secretary-Treasurer. In essence, TAAA&S will waive the state fee for these complimentary members and TAAA&S will pay the NACAA membership fee.

**2-15** **NACAA Life Member Fee**

At the 2023 Annual Business Meeting, a motion passed that TAAA&S will pay the full $50 Life Member Fee to NACAA (06/23/23).

**2-16 Legislative Ham Breakfast**

After extensive discussions among the four associations, the decision was made in 2011 to discontinue the Legislative Ham Breakfast due to rising costs and perceived lack of impact with legislators. To continue efforts to thank legislators for supporting Extension, on site visits with the legislators were planned. (2011)

The following paragraph in italics is historical information on the ham breakfast and is retained here for historical purposes: *Many years ago, TAAA&S began providing a ham breakfast for members of the Tennessee**General Assembly in appreciation for their support of Extension. TAAA&S provided country ham and food preparation help working with the cafeteria vendor in Legislative Plaza. The purpose of this event was to be a “thank you,” not a lobbying for additional appropriations session. Upon their request, the Extension Family and Consumer Sciences Association, 4-H Agents Association and Epsilon Sigma Phi were included to make the ham breakfast a joint venture of all the associations. The TAAA&S First Vice President is responsible for coordinating the event with help from the TAAA&S board and the other associations. Costs for this event are divided equally among the four associations.*

**2-17 Farm Bureau President’s Conference Steak Dinner**

The event was discontinued by mutual consent between Farm Bureau and TAAA&S due to procedural issues with caterers after the 2007 conference.

The following paragraph in italics is historical information on the President’s Conference and is retained here for historical purposes: *TAAA&S is responsible for preparing steaks for one dinner meal at the Tennessee Farm Bureau Federations President’s Conference. TAAA&S coordinates this activity with a representative from Farm Bureau. TAAA&S is responsible for cooking which includes securing grills. TAAA&S pays the cost of 100 steaks, which is approximately one steak for each County Farm Bureau President.*

**2-18 TAAA&S (State) Friend of Extension Award**

The TAAA&S (state) Friend of Extension Award shall be given at the Annual meeting of the Association and will be selected by the host region of the meeting.

**2-19 Calculation of Foundation Base Funds**

The base amount will increase each year by one-half of the growth of the account in a calendar year. If the account does not grow, the base amount will not change for that year.

Formula: ((Balance – Old Base Amount)/2) + Old Base Amount = New Base Amount

Balance = The balance of the account on December 31 of that year.

Old Base Amount = The base amount on January 1 of that year.

New Base Amount = The new base amount on January 1 of the next year.

If the old base amount is greater than the balance, then the old base amount will not

change that year.

**2-20 TAAA&S Web Site Administration**

The board of directors will recruit a volunteer to serve as webmaster for the TAAA&S web site. Third vice-president will serve as board contact with webmaster, with assistance from the state secretary. (12/03/12)

**2-21 Life Member State Annual Meeting Registration Fee Waiver**

TAAA&S Life Members will have registration fee to state annual meeting waived. Approved by vote of membership at 2013 Annual Meeting. (5/10/13)

**2-22 Distribution of Remaining Funds from the 2018 AM/PIC**

This section has been added to policy to record and document the approved use of funds remaining from the 2018 AM/PIC held in Chattanooga TN.

Below is the motion that was made at the foundation board meeting that was presented at the state board meeting and passed, then presented at the TAAA&S annual business meeting in Knoxville, TN May 17, 2019.

Direct motion that was made, seconded, and approved.

Motion was made that TAAA&S use the remainder of the funds ($233,302.06), raised to support the 2018 NACAA AMPIC, be designated to the following efforts:

* $2,000 towards the TAAA&S Travel Fund” R account.
* $3,057.18 towards the TAAA&S state funds bank account to recoup the losses of the 2018 TAAA&S state meeting.
* $228,244.88 invested into a TAAA&S Raymond James account.
* The following line items will be taken out upon appropriate time of need for support:
  + 1. $20,000 for support of NACAA Southern Region states hosting a NACAA AMPIC.
    2. $26,000 towards the Virginia Beach AMPIC (July 19-24, 2020) for each attending TAAA&S member to receive a $150 travel support award.
    3. $25,000 to be dispersed at $2,500 per year over the next 10 years (2020-2029) for support of each annual TAAA&S state meeting.
* The annual yield on investment returned as operating funds to support the following efforts:
  1. Increase communications awards monies.
  2. Establish awards monies to DSA and AA recipients.
  3. Increase other TAAA&S awards monies.

**2-23 TAAA&S Professional Development Tour Funding Requests** (06/21/23)

Professional development tour funding requests must be submitted to the TAAA&S board a minimum prior to the December Board Meeting (due on Nov. 15th) for TAAA&S Board and Foundation Board approval (if applicable) (05/07/24).

Funding requests must include:

* Tour dates and agenda
* Number of attendees
* Estimated cost per attendee
* Number of TAAA&S members attending
* Additional sources of funding (if applicable)
* Registration or signup deadlines

To be considered for funding, professional development tours must be advertised and available to all TAAA&S members. Participation can be capped by the organizer of the professional development tour (however, participation should be on a first come first serve basis). To be eligible for funding, participants must be members in good standing for a minimum of 2 years. TAAA&S members are eligible to receive funding for professional development tours once every three years. The Secretary of the TAAA&S board will record and track TAAA&S members that have obtained funding. Current and lifetime/retired TAAA&S members are eligible for funding. Support is limited to a maximum of $5,000 cap or $150/member (05/07/24).

**Section 3**

**Officer Job Descriptions and Succession Order**

**3-1 Succession for Board of Directors (NOTE: the TAAA&S board consists of a total of 11 voting members including the 6 listed in this table).**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Past Pres** | **President** | **Pres Elect** | **1st V Pres** | **2nd VP** | **3rd VP** |
| **2008-09** | D. Yates | B. Wyatt | C. Kimbro | M. Bedwell | B. Muller | A. Tuggle |
| **2009-10** | B. Wyatt | C. Kimbro | M. Bedwell | B. Muller | A. Tuggle | T. McKinley |
| **2010-11** | C. Kimbro | M. Bedwell | B. Muller | A. Tuggle | T. McKinley | T. Dugger |
| **2011-12** | M. Bedwell | B. Muller | A. Tuggle | T. McKinley | T. Dugger | S. Barker |
| **2012-13** | B. Muller | A. Tuggle | A. Shelton | T. Dugger | S. Barker | A. Hopkins |
| **2013-14** | A. Tuggle | A. Shelton | T. Dugger | S. Barker | A. Hopkins | R. Goodman |
| **2014-15** | A. Shelton | T. Dugger | S. Barker | A. Hopkins | R. Goodman | J. Stefanski |
| **2015-16** | T. Dugger | S. Barker | A. Hopkins | R. Goodman | J. Stefanski | S Huff |
| **2016-17** | S. Barker | A. Hopkins | R. Goodman | J. Stefanski | S Huff | C Cooper |
| **2017-18** | A. Hopkins | R. Goodman | J. Stefanski | S. Huff | C Cooper | A Dismukes |
| **2018-19** | R. Goodman | J. Stefanski | S. Huff | C. Cooper | A. Dismukes | A. Smith |
| **2019-20** | J. Stefanski | Stefanski/Cooper | C. Cooper | A. Dismukes | A. Smith | L. Mobley |
| **2020-21** | J. Stefanski | C. Cooper | C. Hicks | A. Smith | L. Mobley | J. DeKoff |
| **2021-22** | C. Cooper | C. Hicks | A. Smith | L. Mobley | J. DeKoff | S. Whitehouse |
| **2022-23** | C Hicks | A Smith | L. Mobley | J DeKoff | S. Whitehouse | L. Stephenson |
| **2023-24** | A Smith | L. Mobley Rollins | J. DeKoff | S. Whitehouse | L. Stephenson | J. Boone |
| **2024-25** | L. Mobley Rollins | J. DeKoff | S. Whitehouse | L. Stephenson | Vacant | Shannon DeWitt |
| **2025-26** | J. DeKoff | S. Whitehouse | L. Stephenson | (Matthew Deist) | Shannon DeWitt | Western |
| **2026-27** | S. Whitehouse | L. Stephenson | (Matthew Deist) | Shannon DeWitt | Western | Central |
| **2027-28** | L. Stephenson | (Matthew Deist) | Shannon DeWitt | Western | Central | Eastern |

**3-2 Succession of Members of TAAA&S Foundation Board**

\*See section 3-2-2

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Past Pres 3** | **Past Pres 2** | **Past Pres** | **Pres** | **3rd V Pres** | **Treas** |
| **2014-15** | B. Muller | A. Tuggle | A. Shelton | T. Dugger | J. Stefanski | D. Bilderback |
| **2015-16** | A. Tuggle | A. Shelton | T. Dugger | S. Barker | S. Huff | D. Bilderback |
| **2016-17** | A. Shelton | T. Dugger | S. Barker | A. Hopkins | C. Cooper | A. Mathenia |
| **2017-18** | T. Dugger | S. Barker | A. Hopkins | R. Goodman | A. Dismukes | A. Mathenia |
| **2018-19** | S. Barker | A. Hopkins | R. Goodman | J. Stefanski | A. Smith | A. Mathenia |
| **2019-20** | A. Hopkins | R. Goodman | J. Stefanski | S. Huff | L. Mobley | A. Mathenia |
| **2020-21** | R. Goodman | J. Stefanski | D. Yates\* | C. Cooper | J. DeKoff | A. Mathenia |
| **2021-22** | J. Stefanski | D. Yates\* | C. Cooper | C. Hicks | S. Whitehouse | A. Mathenia |
| **2022-23** | D. Yates\* | C. Cooper | C. Hicks | A. Smith | L. Stephenson | A. Mathenia |
| **2023-24** | C. Cooper | C. Hicks | A. Smith | L. Mobley | J. Boone | L. Humpal |
| **2024-25** | C. Hicks | A. Smith | L. Mobley | J. DeKoff | S. DeWitt | L. Humpal |
| **2025-26** | A. Smith | L. Mobley | J. DeKoff | S. Whitehouse | Western | Treas |
| **2026-27** | L. Mobley | J. DeKoff | S. Whitehouse | L. Stephenson | Central | Treas |
| **2027-28** | J. DeKoff | S. Whitehouse | L. Stephenson | (Matthew Deist) | Eastern | Treas |

**3-2-1** Past President shall serve as chair of the foundation Board. Past President will take minutes or designate another board member to take minutes. The foundation Board shall meet at least once annually, preferably at the association’s annual meeting and at any other time as needed. Board meetings may be called for from the current foundation board or the current state board or at the request of the membership. (December, 2014)

**3-2-2** In the event that a foundation board member should retire or leave Extension during their term then their replacement would come first, from a past state president or second, from a past state board member from that region to fulfill the unfurnished term. \* (2019)

**3-3 Job Description for TAAA&S President**

* Call and preside over all Board meetings and annual business meeting. Board meetings are usually held during the annual TAAA&S state meeting, the Farm Bureau State Annual Meeting in December and at other times as deemed necessary by the President.
* Work with the state secretary and treasurer in meeting the NACAA membership deadline.
* Attend the NACAA AM/PIC and fulfill the following duties relevant to the AM/PIC
  + Attend state officers’ workshop
  + Serve as TN flag bearer in opening ceremony
  + Coordinate States Night Out
  + Attend voting delegates breakfast
  + Attend Southern Region Meeting and give report on Tennessee attendance at AM/PIC
  + Attend delegate session
  + Attend state presidents and vice-presidents luncheon
  + Notify the state treasurer of those eligible for travel supplement under policy section 2-2
* Select the state voting delegates for the NACAA AM/PIC.
* Receive and disburse correspondence from NACAA as needed/required to the appropriate state officer/member.
* Work/assist with all officers in completing their duties.
* Inform the treasurer when appropriate to issue checks for needed expenses, awards, etc and approve all expenditures of the Association.
* Moderate luncheon at the annual Farm Bureau State Annual Meeting.
* Work with appropriate officer/s in planning/conducting activities of the organization.
* Attend the JCEP sponsored Public Issues and Leadership Development Conference (PILD) in Washington DC held each spring.
* Attend the JCEP Conference usually held in late winter.
* Be prepared to attend another of the state association’s annual meeting representing TAAA&S when asked.
* Attend the Joint Association Meetings with Extension Administration.
* Understand the association by-laws and adhere to the guidelines/deadlines within.
* Keep the membership updated by e-mail on association business as needed throughout the year.
* Appoint an Audit Committee each year.
* Appoint a Nominating Committee for the Board of Directors each year; Nominating Committee to be chaired by the 1st vice president.
* Issue the official “call for annual meeting” each year.
* Call annual meeting of the TAAA&S Foundation Board and other meetings of this board as needed.
* Coordinate any proposed changes to the Association Constitution and By-Laws.
* Conduct state and region officer orientation at state meeting.

**3-4 Job Description for TAAA&S President Elect**

* The primary responsibility of the President-elect is to plan and coordinate the annual state meeting. This involves contacting potential sponsors, finding and negotiating with a hotel, meeting publicity activities, handling registration for the meeting, and developing the professional development program including any tours. Maintain sponsor list and forward each year to the new president-elect.
* The President-elect also assists the President with his duties in order to obtain institutional knowledge and ensure a smooth transition.
* Attend state TAAA&S meeting.
* Attend PILD and JCEP
* Attend the Joint Association Meetings with Extension Administration.
* Attend NACAA AM/PIC.
  + Attend state officers’ workshop
  + Attend voting delegates breakfast
  + Attend delegate session
  + Attend state presidents and vice-presidents luncheon

**3-5 Job Description for TAAA&S First Vice President**

* Assist the President with any special projects and duties when requested.
* Attend state TAAA&S meeting.
* Attend NACAA AM/PIC.
  + Attend state officers’ workshop
  + Attend voting delegates breakfast
  + Attend delegate session
  + Attend state presidents and vice-presidents luncheon
* Make committee assignments according to those rotating off. Each committee has a chair and vice-chair position.
* Chair the Nominating Committee for the Board of Directors
* Represent TAAA&S in joint planning effort with other associations to conduct legislative contacts.

**3-6 Job Description for TAAA&S Second Vice President**

* Assist the President with any special projects and duties when requested.
* Attend state TAAA&S meeting.
* Attend NACAA AM/PIC.
  + Attend state officers’ workshop
  + If a voting delegate, attend voting delegates breakfast
  + If a voting delegate, attend delegate session
  + Attend state presidents and vice-presidents luncheon
* Assist secretary in compiling annual report.
* Assist committee chairs and committees in completing duties.

**3-7 Job Description for TAAA&S Third Vice President**

* Assist the President with any special projects and duties when requested.
* Attend state TAAA&S meeting.
* Attend NACAA AM/PIC.
  + Attend state officers’ workshop
  + If a voting delegate, attend voting delegates breakfast
  + If a voting delegate, attend delegate session
  + Attend state presidents and vice-presidents luncheon
* Serve as contact person between board and volunteer webmaster with assistance from the state secretary. Oversee content of web page.

**3-8 Job Description for TAAA&S Past President**

* Assist the president as needed and provide guidance and support
* Attend all Board meetings
* Assist newer Board members in the completion of their duties as needed
* Help with all Board functions.
* Serve as parliamentarian for the business portion of the annual meeting and Board meetings as necessary
* Attend the Joint Association Meetings with Extension Administration.

**3-9 Job Description for TAAA&S Secretary**

**December/January**

* Attend board meeting at Farm Bureau convention-take minutes
* Attend Farm Bureau Luncheon
* Membership/Dues Drive; Collect annual memberships from region secretaries-work with State Treasurer
* Update members on national database
* Distribute to and collect from region secretary’s annual membership forms
* Send in NACAA membership by January 1

**February**

* Continue to work on membership/finalize membership-working with State Treasurer
* Send TAAA&S Hicks Award information/guidelines
* Solicit via email, reports from officers/committee chairs, region directors, etc. for state annual report

**March**

* Send reminders to officers, committee chairs, region directors, etc. for their reports for state annual report
* Send reminder on TAAA&S/Hicks Award information/guidelines
* Work with Second Vice President, send reports to them to prepare annual report

**April**

* Receive TAAA&S Hicks Award entries – make 10 copies for review at the state meeting
* Attend TAAA&S Board meeting-take minutes
* Attend state meeting-take minutes at board meeting/business meeting
* Receive audit letter concerning regional accounts from Regional directors

**May**

* Forward winning entries/Hicks Award (to secretary of dean)
  + - Keep a copy
    - Will go public July luncheon

**September/October**

* Plan for Farm Bureau Ag. Agent Luncheon usually early December
  + - Farm Bureau contact is the Organization Department
* Notify UT/TSU agents/admin. of date/time/program, etc.
* Send invitations to Life Members about Farm Bureau Luncheon

**November**

* Collect reservations for Farm Bureau Convention luncheon
* Turn in head count to Farm Bureau via spreadsheet

**Other Duties**

* Maintain Life Member mailing list; remove deceased members; provide NACAA list of deceased life members when requested
* Update NACAA database as needed
* Attend NACAA AM/PIC
  + Attend state officers’ workshop
  + If a voting delegate, attend voting delegates breakfast
  + If a voting delegate, attend delegate session

**3-10 Job Description for TAAA&S Treasurer**

* Managing, recording and reporting the finances of the Association opening and maintaining an appropriate checking account and certificate of deposits (CDs)
* Maintaining separate account balances for “State” and “Foundation” funds
* Serving as a voting member of the TAAA&S Board
* Attending regular and called Board meetings and making a financial report to the Board
* Attend NACAA AM/PIC
  + Attend state officers’ workshop
  + If a voting delegate, attend voting delegates breakfast
  + If a voting delegate, attend delegate session
* Making deposits and payments on behalf of the Association and as directed by the Board
* Filing annual organization papers and remitting fees to the Tennessee Secretary of State by April 1 of each year.
* Communicating/contracting with certified public accountant and filing annual federal tax reports with a due date of May 15 each year.
* Developing the Association’s annual financial report to be presented at the Association’s annual meeting
* Assisting the Secretary with annual membership roster and dues to the National Association of Agricultural Agents and Specialists’ (NACAA)
* Reporting on the status and progress of investment funds
* Paying all expenses and maintaining deposits for the Association’s annual meeting. Coordinate funds with host region.
* Depositing all membership dues and remitting national dues to NACAA
* Providing TAAA&S “W-9” upon requests
* Provide oversight and assistance to region secretary/treasurers in maintaining region financial accounts in Quicken

**3-11 Job Description for TAAA&S Region Director (previously known as District/Region Vice President**

* Serve as a member of the TAAA&S Board of Directors. Board meetings are usually held during the annual TAAA&S state meeting, the Farm Bureau State Annual Meeting in December and at other times as deemed necessary by the President.
* Attend state TAAA&S meeting.
* Work in conjunction with Region Secretary/Treasurer to recruit members and collect dues within their respective region
* Coordinate and promote professional development programs within the region as deemed appropriate (ex: tours, NACAA Scholarship Applications, NACAA professional improvement program entries, etc.
* Conduct region association business as necessary
* Coordinate any region awards that the region may select to award
* Conduct election of region representative to the state officer rotation in appropriate years
* Coordinate selection of early career award winners
* Encourage nominations from region for the Distinguished Service Award, Achievement Award, the TAAA&S/Hicks Award of Excellence, and the NACAA Hall of Fame Award
* Participate in programs of NACAA (professional improvement programs, poster session, annual meetings, etc.)
* Promote membership with new employees
* Contact retiring members concerning becoming a life member of NACAA
* Appoint audit committee to review region account by March 31 of each year and send a letter of audit completion to the TAAA&S secretary for inclusion in the annual report.

**3-12** **Job Description for TAAA&S Region Secretary/Treasurer**

* Keep accurate records and financial reports for the region association, including region award winners. Quicken will be used to maintain financial records.
* Work with the state secretary and treasurer in collecting annual membership dues.
* Adhere to NACAA deadlines for collecting membership dues.
* Establish a region bank checking account in a location to provide for timely banking

transactions.

* Record minutes of any official regional association business meetings.
* Collect annual membership forms (obtained from state secretary) and forward to state secretary by the specified date.
* Collect annual membership dues within region and remit one check to the state treasurer.

**Section 4**

**Committees**

**4-1 NACAA State Committee Chairs**

State committee chairs for NACAA committees should consult the NACAA web site at [www.nacaa.com/committees](http://www.nacaa.com/committees) for the NACAA Committee Handbook. This handbook describes the duties of each state chair. NACAA Committees are organized in three Councils as outlined below:

Professional Improvement Council

Agronomy and Pest Management

Ag Economics and Community Development

Animal Science

Natural Resources Aquaculture

Horticulture and Turfgrass

Sustainable Agriculture

Extension Development Council

Agriculture Issues and Public Relations

Early Career Development

Administrative Skills Development

Teaching and Educational Technologies

Program Recognition Council

Communications

4-H and Other Youth

Search for Excellence

Public Relations

Professional Excellence

Recognition and Awards

Scholarship

Typically chairs and vice-chairs serve 2 years with the vice-chair assuming the chair duties at the end of the chair’s term. An exception is the Recognition and Awards Chair serves a three-year term.

**4-2 TAAA&S State Scholarship Chair - Additional State Duties**

The TAAA&S State Scholarship Chair is responsible for the “TAAA&S Undergraduate Scholarship” program in addition to NACAA responsibilities.

**4-3 TAAA&S State Communications Chair – Additional State Duties**

The TAAA&S State Communications Chair is responsible to selecting the “TAAA&S Communicator of the Year Award (Sweet Award)” according to the following criteria:

**Communications Awards Procedures**

State winners receive cash awards as follows:

1st = $50 2nd = $35 3rd = $20

The Fletcher Sweet Award honors the TAAA&S member who earns the title of Communicator of the Year. To be eligible, a member must enter at least four categories in the communications awards program. The winner is based on the number of entries and the quality of entries submitted. Sweet Award recipients must wait two years before they are eligible to receive this award again

Points for the Sweet Communicator of the Year Award are based on the following scale:

State Placing 1st = 6 points 2nd = 5 points 3rd = 4 points

Regional Placing 1st = 3 points 2nd = 2 points 3rd = 1 point

In the event of a tie for the title of Communicator of the Year, the following procedure is employed to determine the winner:

1. Number of state winning entries.

2. Number of entries in the state (includes 1st, 2nd, and 3rd place state

entries).

3. Number of region first place entries.

4. Number of entries placing 1st, 2nd, and 3rd in the region.

5. Total number of entries.

The Sweet Award winner receives a plaque and a $150 cash award.

The “Sweet Award” honors Mr. Fletcher Sweet, retired University of Tennessee Communications Specialist. Mr. Sweet began his career at the University of Tennessee in 1943 in the Public Relations/News Department on the main campus. Three years later, he came to the Agricultural Campus and the Extension Service as an Assistant Editor for the Information Department. In 1973, he became section leader of the Extension Communications section. He retired in 1974, and after a valiant battle with cancer, passed on December 20, 1995.

**Previous Sweet Award Winners:**

2024- Alaina Boyd

2023- Seth Whitehouse

2022 – Rachel Painter

2021- Jason DeKoff

2020 – Thomas Stebbins

2019 – Justin Stefanski

2018 – Amy Dismukes

2017 – Jason De Koff

2016 – Chris Hicks

2015 – Megan Bruch Leffew

2014 - Melissa Henry

2013 - Tonya K. Ashworth

2012 - Thomas Stebbins

2011 - Melissa Henry

2010 - Tonya Ashworth

2009 - Booker T. Leigh

2008 - Thomas Stebbins

2007 - Ronnie L. Barron

2006 - Creig C. Kimbro

2005 - Glen E. Wolfenbarger

2004 – Karla Keen

2003 - Kevin Rose

2002 – Glen Wolfenbarger

2001 - Joseph Donaldson

2000 – John Campbell

1999 – Gary Kirchofer

1998 – David Yates

1997 – Bill Reed

1996 – Ron Rogers

1995 - Rob Holland

1994 – Bill Reed

1993 – Alan Galloway

1992 – Louis “Bo” Freeman

1991 – Bill Reed

1990 – John Campbell

1989 - Darrell Hale

1988 - Ricky Skillington

1987 – Bill Reed

**4-4 TAAA&S State Recognition and Awards Chair**

The TAAA&S State Chair of the Recognition and Awards Committee should be a previous recipient of the NACAA Distinguished Service Award and is responsible for the following awards:

Distinguished Service Award

Achievement Award

Hall of Fame Award

TAAA&S Early Career Award

Board action (04/15/2010) set term of Tennessee Recognition and Awards Chair at three (3) years and Vice Chair term at two (2) years.

**4-5 TAAA&S State Professional Excellence Committee Chair**

The TAAA&S State Chair of the Professional Excellence Committee is responsible for collecting names of members applying for the Extension travel supplement as an oral presenter and/or poster presenter at the NACAA Annual Meeting and Professional Improvement Conference. These names should be forwarded to the Assistant/Associate Dean for Agriculture Programs.

**Section 5**

**APPENDIX**

**5-0 NACAA Hall of Fame Award Recipients**

**Year Name**

2014 Mark Beeler

2016 Larry Moorehead

2019 John Campbell

**5-1 Achievement Award Recipients**

**Year Name County**

1978 Jon Baker Sullivan

1979 Larry Archer Unicoi

1980 Keith Hart Carter

1981 Thomas Swanks Meigs

1982 Jamie Jenkins Fayette

1983 Tom Peters Carter

1984 Dewayne Perry Williamson

1985 David Lockwood Plant & Soil Science

1986 Mark Beeler Trousdale

1987 Steve Walker Macon

1988 Richard Powell District I

1989 Scott Chadwell Putnam

1990 Sharon Shelton Cocke

1991 Gregory Allen Lake

1992 Richard Buntin Lauderdale

1993 Jim Castellaw Fayette

1993 Kevin Ferguson Rutherford

1993 Alan Galloway Putnam

1994 Warren Gill Animal Science

1994 Kevin Rose Giles

1995 Tim Campbell Dyer

1995 Nathan Peery Lincoln

1995 Bruce Steelman Cannon

1996 James Jones Overton

1996 Jim Looft Montgomery

1996 John Wilson Marion

1997 Rob Holland Smoky Mtn. Region

1997 Neil Rhodes Plant Science

1997 Phillip Shelby Gibson

1998 Emmanuel Bedwell Hamblen

1998 Jerry Lamb Rhea

1998 Craig Massey Fayette

1999 Sheldon Barker Marion

1999 Doyle Meadows Animal Science

1999 Tim Roberts Haywood

2000 Ronald Barron Cheatham

2000 Michael Buschermohle Ag Engineering

2000 Wayne Key Cumberland

2001 Neal Denton Knox

2001 Karla Kean Montgomery

2002 Calvin Bryant III Lawrence

2002 Scott Swoape Van Buren

2002 Glen Wolfenbarger Jefferson

2003 Ranson Goodman Obion

2003 Jonathan Rhea Jefferson

2004 Melody Rose Washington

2004 Jeffrey Via Shelby

2005 *No Entries*

2006 Creig Kimbro Grundy

2006 Brian White Western Region

2007 Tammy McKinley Ag Economics

2007 Alice Rhea Blount

2008 Tracey Sullivan Haywood

2008 Jeremy West Scott

2009 Megan Bruch Center for Profitable Agriculture

2009 Becky Muller Shelby

2010 Anthony Carver Grainger

2010 Rebekah Norman Rutherford

2011 Ty Petty Unicoi

2011 Jerri Lynn Sims Western Region

2012 David Bilderback Eastern Region

2012 Chris Cooper Shelby

2012 Chris Hicks Van Buren

2013 Tonya Ashworth Fayette

2014 Jake Mallard Madison

2014 Shannon Perrin Union

2014 Anthony Shelton Washington

2015 Adam Hopkins Jefferson

2015 Steven Huff

2015 Justin Stefanski Wilson

2016 Justin Rhinehart Animal Science

2016 Jason De Koff TSU

2016 Janie Becker Rutherford

2017 Amy Dismukes Williamson

2017 Amanda Mathenia Perry

2017 Lindsey Stevenson Griffin Haywood

2018 Ronnie Cowan Lewis

2018 Justin Hargrove Benton

2018 Blake Ramsey Hawkins

2019 Matthew Deist Marion

2019 Thomas Greenlee Rhea

2020 Jacob Boone Hancock

2020 Celeste Scott Madison

2020 Jessica Wilkinson Smith Roane

2021 Xiurui ‘Iris” Cui Montgomery

2021 Seth Whitehouse Anderson

2021 Kathleen Wilson Carter

2022 Jenni Goodrich TSU

2022 Sara Orr Cocke

2022 Rachel Painter CPA

2023 Les Humpal Ag & Resource Economics

2024 No Applicants

**5-2 Distinguished Service Award Recipients**

**Year Name County**

1978 Glendel Wayne Oxford Benton

1978 James G. McCall Cheathem

1978 Paul Carr Franklin

1978 Arnold Hunter Greene

1978 George S. Foster State 4-H Office

1979 J. B. Shepard Maury

1979 Eugene Bryan District III

1979 Rural Peace District IV

1979 Ray Spann Animal Science-Dairy

1980 William L. Butler Hardin

1980 Authur D. Brown Davidson

1980 Harold Robbins Rhea

1980 William Warren DeKalb

1980 Edward P. Deere Blount

1981 Kenneth Johnson Dickson

1981 C. L. Ayers Warren

1981 Roger Thackston Cumberland

1981 Thomas Fortune Johnson

1981 Herbert C. Holt Food Tech

1982 Ray Wilkinson Shelby

1982 Larry Glasgow District II

1982 Harry Bryan Knox

1982 George Mays Communications

1983 Rodger Pile Montgomery

1983 Jerry Walling Grundy

1983 Jack C. McDaniel Jackson

1983 Thomas O. Shelby Tipton

1984 Tony Webb, Jr. Rutherford

1984 Robert Childress Hamilton

1984 Robert Melhorn Scott

1984 Dr. Charles Hadden Ent & Plant Pathology

1984 Jesse Francis District V

1985 Haywood Luck District I

1985 Robert L. Sliger Monroe

1985 Billy C. Adcock White

1985 Charles W. Cavin Grainger

1985 James L. Pointer Orn Hort

1986 Joe Winsett Lincoln

1986 Thomas J. Bundy Hawkins

1986 Harry E. Williams Ent & Plant Pathology

1986 Ken J. Goddard Henry

1986 Ronald B. Johnson Overton

1987 Dean Northcutt Coffee

1987 James W. Bond Hamblen

1987 James T. Matthews Lawrence

1987 John E. Knepp Hardeman

1987 Hugh O. Vaigneur Ag Engineering

1988 Larry Kimery Gibson

1988 Joe McKenzie Rutherford

1988 Larry Moorehead Moore

1988 George Kilgore Fentress

1988 Gordon Holleman, Jr. Ag Econ & Res Dev

1989 Leon Dixon Maury

1989 Don Ledford Polk

1989 Scott Chadwell Putnam

1989 Doug Dalton Knox

1990 George Ira Sellers Tipton

1990 Thomas Swanks Meigs

1990 Johnny Basinger Cannon

1990 William Ray Stockdale Cocke

1990 Clyde Lane, Jr. Beef, Sheep, Horse

1991 Lester Brewer Marshall

1991 Dale Beaty Warren

1991 Steve Officer DeKalb

1991 Luther Whitaker District V

1991 Edward E. Burgess Ent & Plant Pathology

1992 Billy Keeton Carroll

1992 Gordon Pafford District II

1992 Joe Nichols Hamilton

1992 Mark Beeler Trousdale

1992 Charles Holland Sullivan

1993 Jerry Parker Lauderdale

1993 David Gordon Bedford

1993 Kelly Amonett Morgan

1993 Paul McClure Greene

1993 James B. Neel Beef, Sheep, Horse

1994 Mike Gordon Haywood

1994 James D. Taylor Giles

1994 Ed Burns Franklin

1994 Gene Moles Loudon

1994 Estel Hudson Ag Econ & Res Dev

1995 Margaret Love Shelby

1995 Herb Lester District 11

1995 David Hill Warren

1995 Steve Walker Macon

1995 Bill Reed Jefferson

1996 John Bartee Montgomery

1996 Richard Daniel Pickett

1996 Marilyn Geraldson Hamilton

1996 John Jared District V

1997 Jon Baker Wilson

1997 John Campbell Maury

1997 Warren Gill Animal Science

1997 Dewayne Perry Williamson

1997 Bob Williams Weakley

1998 Tim Campbell Dyer

1998 Louie Freeman Sequatchie

1998 Joe Hall Anderson

1998 Richard Powell Western

1999 Jim Castellaw Fayette

1999 Alan Galloway Putnam

1999 J.W. McGuire Wilson

1999 Bob Whitworth Tipton

1999 John Wilson Marion

2000 Russell Evans Montgomery

2000 Doyle Meadows Animal Science

2000 Ron Rogers Dekalb

2000 Ricky Skillington Marshall

2000 Larry Skinner Dyer

2001 Ray Burden Hamilton

2001 Clark Garland Ag Economics

2001 Paul Hart Robertson

2001 Ray Humberd Administration

2001 Michael Smith Williamson

2002 Troy Dugger Hickman

2002 Garry Glass Decatur

2002 Charles Goan Animal Science

2002 David Perrin Smoky Mtn. District

2002 Kevin Rose Giles

2003 Gregory Allen Lake

2003 Thomas Hill Forestry, Wildlife, Fisheries

2003 Jeffery Smith Dickson

2003 William Wyatt Madison

2004 Ron Blair Henderson

2004 Craig Massey Western Region

2004 Emmit Rawls Ag Economics

2004 David Yates Eastern Region

2005 Delton Gerloff Ag Economics

2005 Michael Buschermohle Bioengineering

2005 Milton Orr Greene

2005 Glen Wolfenberger, Jr. Jefferson

2006 Ken Burress Wayne

2006 Tim Cross Extension Administration

2006 Darrell Hale Lincoln

2006 Stephen Harris Coffee

2007 Walter Battle Haywood

2007 Joseph Griffy Stewart

2007 Tim Woods McMinn

2008 Emmanuel Bedwell Hamblen

2008 Keith Hart Carter

2008 Tim Roberts Shelby

2008 Phillip Shelby Gibson

2009 Rob Holland Center for Profitable Agriculture

2009 Booker T. Leigh Tipton

2009 Tom Stebbins Hamilton

2010 Sheldon Barker Sequatchie

2010 Ronald Barron Chatham

2010 Anthony Tuggle Rutherford

2011 Finis Stribling TSU

2011 Ricky Mathenia McNairy

2011 Bruce Steelman Cannon

2012 Karla Kean Montgomery

2012 Creig Kimbro Grundy

2012 Jonathan Rhea Monroe

2013 Ranson Goodman Henry

2014 Alan Bruhin Sevier

2014 Melody Rose Greene

2014 John Teague Bedford

2015 Jeff Lannom Weakley

2015 Mitchell Mote Rutherford

2015 Rebekah Norman Montgomery

2016 Jeremy West Scott

2016 Jerry Lamb Rhea

2016 Michael Berry Davidson

2017 David Bilderback Area Farm Manage Specialist

2017 Laurie Mobley Houston

2017 Ty Petty Unicoi

2018 John Goddard Loudon

2018 Steven Huff Cocke

2018 Megan Leffew Center for Profitable Ag

2019 Adam Hopkins Area Farm Manage Specialist

2019 J.C. Rains Bledsoe County

2019 Lena Beth Reynolds Eastern Region

2020 Calvin Bryant Lawrence

2020 Jake Millard Madison

2021 Jason De Koff TSU

2021 Matt Horseman Williamson

2021 Amanda Mathenia Perry

2022 Christopher Cooper Shelby

2022 Chris Hicks Smith

2022 Anthony Shelton Washington

2023 Jo Anne Waterman Shelby

2024 Anthony Carver Grainger

**5-3 State Friends of Extension Recipients**

1982- Dan Wheeler, K. C. Dodson

1983- Rep. Roscoe Pickering, Rep. C. E. DePriest, William Walker III

1984- Sen. Anna Belle O’Brien, Sen. Tommy Burks, Bill Johnson

1985- Sen. John Wilder, Sen. Ned McWherter, Rep. Ed Jones

1986- Gov. Lamar Alexander, William E. Bailey, Clyde York

1987- Jesse Safely

1988- Flavius Barker

1989- A. C. Clark

1990- Joe Hawkins

1991- Ray Wilson

1992- Comm. L. H. “Cotton” Ivy

1993- Rep. Shelby A. Rinehart

1994- Sen. Robert Rochelle

1995- Dan Wheeler

1996-Jim Webb

1997-Fred Shuler, Claude Harris

1999-Dr. Joseph Johnson

2000-Senator Charlotte Burks

2001-Nolan Turner

2002-Chip Blalock

2003-TN Farmers Coop

2004- Bill Mayfield

2005- TN Livestock Producers

2006- Don Fowlkes

2007- Joe Gaines

2008-Mike Hansbrough, Chris Wolkonowski, Robin Mayberry

2009-Commissioner Ken Givens

2010-Julius Johnson

2011-Dr. James Byford

2012-Kevin Thompson

2013-Ronnie Sartain

2014 – Lois Bartee

2015 – Dr. Warren Gill, MTSU

2016 – Andy Holt State Representative

2017 – Lucas Owen, BASF

2018 – Keith Harrison, TN Department of AG

2019 – Dr. Bob Coley

2020 – Anthony Haynes, UT Vice President for Government Relations & Advocacy

2021 – no recipient

2022 – Lee Maddox TN Farm Bureau

2023- Martin Haggard, Haggard Livestock

2024- Rhedona Rose, TN Farm Bureau (retired)

**5-4 Early Career (Outstanding Young Agent) Award Recipients**

1979 Jack Milton Houston

1979 Tom Swanks Meigs

1979 Billy Adcock White

1979 Keith Hart Carter

1979 James Neel An Science-Beef, Sheep, Horse

1980 Jamieson Jenkins Fayette

1980 DeWayne Perry Williamson

1980 Dean Northcutt Rhea

1980 Ronald Johnson Overton

1980 Stephen Sutton Washington

1980 Charles Farmer Ag Econ

1981 Stephen L. Officer Dekalb

1981 Rodney Davis Johnson

1981 John F. Bradley Lake

1981 Rusty Evans Montgomery

1981 Emmit Rawls Ag Econ

1981 Larry Moorehead Moore

1982 Phillip Smith Gibson

1982 Ken Burress Wayne

1982 Dale Beaty Warren

1982 Kelly Amonett Morgan

1982 Tom Peters Carter

1982 John Jared Plant & Soil Science

1983 Marcus A. Halcomb Shelby

1983 Robert G. Ary, Jr. Robertson

1983 John Smith Van Buren

1983 Mark L. Beeler Trousdale

1983 Joseph Hall Anderson

1983 David Lockwood Plant & Soil Science

1984 Jimmy Lumpkin Benton

1984 James Johnson Davidson

1984 James Giffin Polk

1984 Scott Chadwell Putnam

1984 Michael Heiskell Claiborne

1984 Robert Grimes Communications

1985 Jerry Parker Lauderdale

1985 John Campbell Marshall

1985 Ed Burns Rhea

1985 Steve Walker Macon

1985 Stephen J. Hale Greene

1985 Ruth Henderson State 4-H Office

1986 Robert J. Montgomery Obion

1986 Michael E. Smith Williamson

1986 Kim David Frady Bradley

1986 John J. Goddard Hawkins

1986 George M. Kilgore Fentress

1986 George M. Hopper Forestry, Wildlife, Fisheries

1987 Richard Powell Shelby

1987 Ricky Skillington Lawrence

1987 David Hill Warren

1987 Cynthia McCall Smith

1987 Howard Still Hawkins

1987 David Hunter Ag Econ & Res Dev

1988 Ron Blair Henderson

1988 Richard Ritter Perry

1988 Dallas Manning District III

1988 Ronald Rogers DeKalb

1988 Ralph Lovely Blount

1988 Curtis Melton Food Tech

1989 Jame Yanes Ent & Plant Pathology

1989 Troy Dugger Hickman

1989 Herb Byrd McMinn

1989 Randall Kimes Clay

1989 Sharon Rice Cocke

1990 Greg Allen White

1990 John Teague Bedford

1990 David Perrin District III

1990 Eugene Medley Overton

1990 Milton Orr Greene

1990 Larry Johnson Ag Econ & Res Dev

1991 Richard Buntin Lauderdale

1991 David Qualls Giles

1991 Louie Freeman Sequatchie

1991 Alan Galloway District IV

1991 Donald J. Fowlkes Plant & Soil Science

1992 Jimmy Castellaw McNairy

1992 Steve McNeil Sumner

1992 Sara Steelman Bledsoe

1992 Richard Daniel Pickett

1992 Paul Denton Plant & Soil Science

1993 Curtis Sullivan Gibson

1993 Kevin Ferguson District II

1993 Bruce Steelman Bledsoe

1993 Gregg Upchurch Putnam

1993 David Yates District V

1993 Neil Rhodes Plant & Soil Science

1994 Jeff Lannom Weakley

1994 Nathan Peery Lincoln

1994 John Wilson Marion

1994 Keith Allen Macon

1994 James McMillion, Jr. Blount

1994 Mike King Forestry, Wildlife, Fisheries

1995 Chuck Danehower District I

1995 Kevin Rose Giles

1995 Stephen Harris Coffee

1995 Mitchell Beaty Putnam

1995 Robert Monceir Hawkins

1995 Mike Buschermohle Ag Engineering

1996 Tim Campbell Dyer

1996 Jeff Smith Dickson

1996 Harold Woods Monroe

1996 Reyes Rich Clay

1997 Curt Lacy District I

1997 Jerry Lamb Humphreys

1997 William Reeder Scott

1997 Rob Holland District V

1997 Doyle Meadows Animal Science

1998 Craig Massey Fayette

1998 Calvin Bryant Maury

1998 James E. Jones District IV

1998 Hope Ellis-Ashburn Roane

1999 Timothy Roberts Haywood

1999 Wayne Key Cumberland

1999 Lynn Fillers Cocke

2000 Mike Dennison Shelby

2000 Scott Swoape Van Buren

2000 Neal Denton Knox

2000 Tim Cross Ag Econ & Res Dev

2001 Finis Stribling Hardeman

2001 J Donivan Stockwell Bledsoe

2001 Emmanuel Bedwell Hamblen

2001 Robert Burns Ag Engineering

2002 Jeff Via Shelby

2002 Larry Mitchell Bradley

2002 Alan Barefield Ag Econ & Res Dev

2003 Joseph Donaldson Giles

2003 Creig Kimbro Grundy

2003 Gary Bates Plant Science

2004 Brian White Western District

2004 Wayne Key Putnam

2005 Ranson Goodman Obion

2005 Melissa Henry Putnam

2005 Charlie Hall Ag Economics

2006 Tracy Sullivan Haywood

2006 Ruth Correll Wilson

2006 Alice Rhea Blount

2006 Megan Bruch CPA

2007 Clint Bain Dyer

2007 Meredith Collins Marshall

2007 Grant Palmer Roane

2007 Tammy McKinley Ag Economics

2008 Jerri Lynn Sims Montgomery

2008 Anthony Carver Grainger

2008 Joseph Donaldson Program Planning & Evaluation

2009 Becky Muller Shelby

2009 Rebekah Norman Rutherford

2009 Laura Howard Eastern Region

2009 Kristy Hill-Campbell Animal Science

2010 Lee Sammons Hardeman

2010 Jason Evitts Trousdale

2010 Amy Ladd Center for Profitable Agriculture

2010 Jeremy West Scott County

2010 Shawn Hawkins Bio-engineering & Soil Science

2011 Chris Hicks Van Buren

2011 Justin Rinehart Animal Science

2011 Jake Mallard Gibson County

2011 Jerri Lynn Sims Western Region

2011 David Bilderback Eastern Region

2011 Michael Wilcox Ag Economics

2012 Darby Payne Giles County

2012 Justin Stefanski Wilson County

2012 Wendell Smith Lawrence County

2012 Amanda Mathenia Decatur/Perry County

2012 Ty Petty Unicoi County

2013 Tonya Ashworth Fayette County

2013 Matt Horsman Williamson County

2013 Matt Webb Giles County

2013 Anthony Shelton Washington County

2014 Laurie Mobley Houston County

2014 Joetta White Western Region

2014 Sarah Keenan Sumner County

2014 Justin Rhinehart State Specialist

2015 Chris Cooper Shelby

2015 Justin Hargrove Obion

2015 Janie Becker Rutherford

2015 Hal Pepper Center for Profitable AG

2015 Adam Hopkins Jefferson

2015 Andrew Griffith Ag Economics

2016 Lindsey Griffin Western

2016 Lee Sammons Western

2016 Johnny Barnes Central

2016 Jason De Koff Central

2016 Shannon Dewitt Eastern

2016 Aaron Smith Eastern

2017 Matt Webb Central

2017 Lester Humpal Central

2017 John Hamrick Eastern

2017 Adam Hopkins Eastern

2017 Tyson Raper Western

2017 Celeste Scott Western

2018 Matthew Deist Central

2018 Amy Dismukes Central

2018 Blake Ramsy Eastern

2018 Dr. Natalie Bumgarner Eastern

2018 Ronnie Cowan Western

2018 Danny Morris Western

2019 Chris Binkley Central

2019 Rob Augustin Central

2019 Jacob Boone Eastern

2019 Lori Duncan Eastern

2019 Mary Beth Neal Western

2019 Ryan Blair Western

2020 Lucas Holman Central

2020 Rachel Painter Central

2020 Tom Rison Eastern

2020 Hannah Wright Eastern

2020 Josh German Western

2020 Heather Kelly Western

2021 Doug Berney Central

2021 Seth Whitehouse Eastern

2021 Eileen Legault Eastern

2021 Celeste Scott Western

2022 No recipient Central

2022 Jenni Goodrich Eastern

2022 Dr. Sreedhar Upendram Eastern

2022 Tyson Raper Western

2023 Keith Allen Central

2023 Kristen Rich Central

2023 Dr. Charley Martinez Eastern

2023 Sarah Orr Eastern

2023 Calvin Bryant Western

2023 Jared Stricklin Western

2024 Creig Kimbro Central

2024 Jonathan Johns Central

2024 Lee Rumble Eastern

2024 Dr. Katie Mason Eastern

2024 Jake Mallard Western

2024 Tori Griffin Western

**5-5 TAAA&S/Hicks Award Recipients**

1997 James D. Taylor Giles County

Harry Bryan Knox County

Dean Northcutt Coffee County

1998 Bob Whitworth Tipton County

Kevin Rose Giles County

David Perrin Smoky Mountain District

1999 Jerry Parker Lauderdale County

Kevin Ferguson Central District

David Qualls Lincoln County

2000 Chuck Danehower Lauderdale County

Mike Gordon Haywood County

John Teague Bedford County

2001 Tim Campbell Dyer County

Scott Chadwell Putnam County

Steve Glass Decatur County

2002 Warren Gill Specialist, An. Science

Rob Holland Center for Profitable Ag.

Ron Johnson Overton County

2003 John Campbell Maury County

Dewayne Perry Williamson County

David Yates Loudon County

2004 Marcus McLemore Hardin County

Rick Skillington Marshall County

2005 Larry Moorehead Moore County

John Wilson Marion County

Michael Smith Williamson County

2006 Calvin Bryant Lawrence County

Alan Galloway Putnam County

Jim Neel Specialist, An. Science

2007 Ronald Barron Cheathem County

Tim Woods McMinn County

2008 Cynthia Zeitz Jackson County

Tammy McKinley Ag Economics

Alice Rhea Eastern Region

2009 Mitchell Mote Rutherford County

Megan Bruch Center for Profitable Agriculture

Joe Griffy Stewart County

2010 Jerry Lamb Rhea County

Clyde Lane Animal Science

Rick Thomason Johnson County

2011 Ron Blair Henderson County

John Ferrell Franklin County

Kevin Rose Giles County

2012 Phillip Shelby Gibson County

2013 Johnathan Rhea Monroe County

Creig Kimbro Grundy County

Mike Buschermohle State Specialist

2014 Jeff Via Fayette County

Becky Muller Tipton County

Lena Beth Carmichael Reynolds McMinn County

2015 Jeff Lannom Weakley

Jeremy West Scott

Michael Berry Davidson

2016 Melody Rose Greene

Alan Bruhin Sevier

Rebekah Norman Montgomery

2017 Troy Dugger Hickman

Jason DeKoff TSU Specialist

2018 Matt Webb Marshall

David Bilderback Area Farm Manage Specialist

2019 Shannon DeWitt Union

John Goddard Loudon

Laurie Mobley Houston

2020 Adam Hopkins Jefferson

Justin Hargrove Benton

Heath Nokes Warren

2021 Blake Ramsey Hawkins

Dallas Manning Area Specialist

2022 Ryan Blair Area Specialist

Bruce Steelman Lincoln

Jason Garrett Overton

2023 Anthony Carver Grainger County

Lucas Holman Wilson County

Virginia Sykes Variety Testing & Agroecology Specialist

2024 Creig Kimbro Grundy County

Lindsay Stephenson Haywood County

Mitchell Mote Rutherford County

**5-6 TAAA&S College Scholarship Recipients**

Year Recipient Member/Parent

2000- - Matthew Goddard Ken Goddard

2001 - - Nathan Perry Dewayne Perry

2002 - - Britnie Chadwell Scott Chadwell

2003 - - Ryan Hudson Blair and Chris Barron Ron Blair and Ronnie Barron

2004 - - Stephanie Walker Steve Walker

2005 - - David Officer Stephen Officer

2006 - - Lyndsey Johnson Ron Johnson

2007 -- Cole Carmichael and David Lane Lena Beth Carmichael, Clyde Lane

2008 – Catherine Mote and Katy Teague Mitchell Mote, John Teague

2009 – Tyler Bruhin, Sarah Hart Alan Bruhin, Paul Hart

2010 -- Emily Mote Mitchell Mote

2011 – Abigale Mote, Thomas Steelman Mitchell Mote, Bruce Steelman

2012 – no applicants

2013—Jared Bruhin, Tori Bryant, John Edwards Alan Bruhin, Calvin Bryant, Steve Edwards

2014 – Paul Steelman, Peyton Sammons Bruce Steelman, Lee Sammons

2015 – Stephen McNeil, Gage Goddard Steve McNeil, John Goddard

2016 – Austin Barry, Allison Parker Michael Barry, Clint Parker

2017 – Luci Allen, Mckenzie Mathenia Keith Allen, Ricky Mathenia

2018 – Hunter Goodman, Rhett Bowling Ranson Goodman, Becky Bowling

2019 – Kade Allen Keith Allen

2020 – Jana Owen, Lena Sims Dan Owen, Jerri Lynn Sims

2021 – Callie Bowling, Austin Parker Becky Bowling, Clint Parker

2022 – Will Paxton, Haylee Ferguson Greg Paxton, Kevin Ferguson

2023 - Grace Danehower, Clay Owen Chuck Danehower, Dan Owen

2024 - Abigail Berny Doug Berny

**5-7 UT Extension policy for travel reimbursement to attend NACAA Annual Meeting and Professional Improvement Conference**

Below are the [guidelines](https://liveutk.sharepoint.com/sites/UTIA/ext/SiteAssets/SitePages/Resources/Guidelines%20for%20Attending%20National%20Agent%20Association%20Meetings%20-%202015.pdf) related to attending National Agent Association meetings.  These can also be found on the LEAD95 Share Point site >Policy and Procedure File > Travel at <https://liveutk.sharepoint.com/sites/UTIA/EXT/county-director-toolkit/SitePages/default-search.aspx#AnchorTop> . Please refer to these policies when planning your travel to these national meetings.

**UT EXTENSION GUIDELINES**

**RELATED TO**

**ATTENDING NATIONAL AGENT ASSOCIATION MEETINGS**

The University of Tennessee Extension encourages employees (agents, area specialists, and state specialists) who have completed at least one year of current employment with The University of Tennessee Extension to participate in annual meetings of the National Association of County Agricultural Agents, National Extension Association of Family and Consumer Sciences, National Association of Extension 4-H Agents, and Epsilon Sigma Phi.

• Travel to and from the national meetings shall be not more than one (1) day in each direction. Time used in excess of one (1) day will be charged to annual leave.

• A maximum of one National Association meeting per calendar year may be attended, except for State and National Association Officers and recipients of Distinguished Service and other National Service Awards.

• Persons with the rank of Extension Agent Level I and higher ranks who have been employed for one or more years may be permitted to attend.

• Attendance at a National Association meeting shall be limited to not more than six (6) “working days” per year including travel, but excluding annual leave.

• As a general rule, and if possible, one employee trained in agriculture and one employee trained in family and consumer sciences should remain in a county/unit and on the job during the period that other employees are attending national meetings.

• Reimbursement is subject to all University travel policies and restrictions associated with grant-funded programs.

**Revised 2018**

**5-8 NACAA Scholarship Criteria**

Application is online at [www.nacaa.com](http://www.nacaa.com). Always consult web site for most current scholarship criteria.

1. Application must carry signature or electronic submission of State Association President or his/her designee, State Scholarship Chair and State Extension Director.
2. Member vestment will be $40 to qualify for up to $1,000 scholarship and a vestment of $100 (an additional $60 contribution to the scholarship fund) to qualify for an additional scholarship awards from $1,001 to $2,000 (no more than $1,000 in any one year will be awarded). Effective dates for this change will be the 2013 scholarship requests. Each participant must have made this contribution before the end of the previous year's AM/PIC. (Check with your State Scholarship Committee Chair to confirm this prior to submitting an application. (If one person within the group has not contributed $40 by the deadline, it disqualifies the entire group).
3. Study or training must start within 12 months of the AM/PIC where scholarship is awarded or before the next scheduled AM/PIC. The study or training cannot be initiated before application is approved by the Scholarship Selection Committee and the Trustees of the NACAA Educational Foundation.
4. Applications will be judged and funded based on completeness, plan for training, how it will be used/ applied post training, and availability of funds.
5. Award is for individual or group professional improvement which may include advanced degrees, graduate credits, tours, seminars, research or other specialized training.
6. Maximum scholarship is $1000 per year, & a total of $2,000 during a member's Extension career. (This amount includes scholarships received as an individual or as part of a group.)
7. Scholarship funds will not be awarded until 30 days prior to study or training begins. It is the recipient's responsibility to advise the National Scholarship Chair if impending date of educational activity changes.
8. Report must be made to National Scholarship Chair within 30 days after the training is completed. That report must include a 75-word abstract of the approved educational activity and documentation that the expenses were spent according to the stated educational objectives of the application. The penalty for misuse of NACAA Scholarship Funds is repayment of the funds to NACAA & prohibition from future NACAA Scholarships.
9. Recipients will be selected by the Scholarship Selection Committee with final approval of the Trustees, NACAA Educational Foundation.
10. No scholarship will be awarded a person, if as a result of such grant, any member of the Scholarship Selection Committee, National Board of NACAA, or any Trustee of the Foundation shall derive a private benefit, either directly or indirectly.
11. Selection for Scholarships shall be made on an objective & nondiscriminatory basis, regardless of race, creed, color, gender, or religion of the applicant.
12. Each applicant must be a NACAA member in good standing with their State Association for the past two years.

Applications must be submitted by June 1. Scholarship Committee State Chair must approve the applications for their state by June 15. Applications must be approved by the Regional Vice Chair by July 1.

**FOR GROUP APPLICATIONS** - All tour members must meet criteria, including address, home and office phone, contribution of $40 to the NACAA Scholarship Fund by the end of the previous AM/PIC, whether they received a previous scholarship and if so, how much.

**5-9 NACAA Awards and Voting Delegate Tables**

|  |  |
| --- | --- |
| NACAA Distinguished Service Awards & Achievement Awards | |
| State Membership | Number of Awards |
| 1-75 | 1 |
| 76-125 | 2 |
| 126-175 | 3 |
| 176-225 | 4 |
| 226-275 | 5 |
| 276-325 | 6 |
| 326-375 | 7 |
| 376-425 | 8 |
| 426-475 | 9 |

|  |  |
| --- | --- |
| NACAA Voting Delegates | |
| State Membership | Number of Awards |
| 1-40 | 1 |
| 41-70 | 2 |
| 71-100 | 3 |
| 101-130 | 4 |
| 131-160 | 5 |
| 161-190 | 6 |
| 191-220 | 7 |