

# SOCIETY OF PETROLEUM ENGINEERS (SPE), INC.

## Rules for Outstanding SPE Student Chapter Award

(Approved 10 June 2000)

### I. Purpose

The purpose of the Outstanding SPE Student Chapter Award is to recognize an SPE student chapter whose programs, activities, and levels of participation during a single academic year distinguish that chapter from other student chapters of SPE.

Because the award is designed to recognize *exceptional* merit in a number of areas, an award may not be given every year, but no more than one award shall be given annually. The selection committee for the award may, however, designate additional chapters for "honorable mention." These chapters shall be supplemental to the award recipient and shall have distinguished themselves in a specific area or activity.

The award shall consist of a suitably inscribed plaque, which shall be presented to an officer of the winning student chapter at the student session held during the SPE Annual Technical Conference and Exhibition. There shall be no monetary award.

### II. Eligibility

All student chapters of the Society of Petroleum Engineers, Inc. shall be eligible for the award who submits their chapter's annual report and the Outstanding Student Chapter Entry form by 1 April (1 Dec. for chapters with a March through November academic year).

### III. Qualifications

The award shall be given in recognition of:

- 1. Technical/Educational Activities:** quality of the student chapter program as evidenced by bringing membership into contact with the petroleum industry and practicing engineers.
- 2. Membership Development:** quality of the student chapter as evidenced by membership and participation by petroleum engineering students at the school.
- 3. Extracurricular Activities:** quality of the student chapter program as evidenced by activities that create closeness and *esprit de corps* among the student members and between the student members and practicing engineers.
- 4. University/Community Activities:** quality of the student chapter program as evidenced by bringing to the college/university and the local community awareness of and appreciation for the petroleum industry and for petroleum engineering as a profession.
- 5. Student Paper Contest Participation:** quality of the student chapter program as evidenced by organizing a regional student paper contest.
- 6. Essay Questions:** quality of the student chapter program as evidenced in the significant area of the applying chapter's choice

All entries for the award (student chapter annual reports) shall be submitted on the official **Annual Report Form** (see pages 4-14.)

**No material furnished in addition to the form or variations of the form shall be considered by the Award Committee in determining the recipient of the award. Entries must be received by SPE Student Activities on or before 1 April.**

#### **IV. Award Committee**

The Award Committee shall be composed of the current chairperson and immediate past chairperson of the SPE Career Guidance and Student Development (CG/SD) Committee plus three other members of the CG/SD Committee, two appointed by the current chairperson of the CG/SD Committee and one by the immediate past chairperson of the CG/SD Committee. The current chairperson of the CG/SD Committee shall serve as the chairperson of the Award Committee. No member of the committee shall be from academia and, if either the current or immediate past chairperson of the CG/SD Committee is from academia, he/she shall be replaced by another member of the CG/SD Committee appointed by the chairperson of the committee.

Members of the Award Committee shall use the official Criteria for Evaluation of Outstanding Student Chapter Award, Judge's Scoring Sheet (see page 4), and Ranking Form (see page **Error! Bookmark not defined.**) in selecting the recipient chapter.

The Award Committee shall have the power to rule on matters not specifically covered by these rules, and all issues, including the selection of the award recipient, shall be decided by a majority vote of the committee.

#### **V. Criteria for Evaluation of Outstanding SPE Student Chapter Award**

##### **1. Significant Contributions of the Chapter**

##### **2. Significant Challenges faced last year**

##### **3. Utilization of SPE Services**

##### **4. Technical/Educational/SPE Activities**

**4.1** Technical/Educational Meetings

**4.2** Organizational Meetings of Chapter Officers

**4.3** Section Meetings, Study Groups, Major Regional or International SPE Conferences Technical Exhibits, Symposia, Short Courses, Special Technical Sessions Sponsored by Student Chapter

**4.4** Field Trips Sponsored by Student Chapter

##### **5. University/Community Activities**

**5.1** Activity in College/University and Local Community, Presentations Concerning Petroleum Industry and Community Action Projects

**5.2** Recruitment Activities for Petroleum Engineering Department including Career Day, Campus or Petroleum Engineering Department Tours

**5.3** Other University/Community Activities

##### **6. Membership Development**

**6.1** Percentage of Students in Department who are SPE Members, by Class

**6.2** Activities Related to Recruitment of New Members

**6.3** Services Provided by Student Chapter for Members and/or All Petroleum Engineering Students

##### **7. Extracurricular Activities**

**7.1** Activities held in conjunction with other SPE student chapter(s), SPE section(s), or SPE International

**7.2** Activities (maximum of five) that contributed most to the success of the student chapter and of the student members

##### **8. University/Community Activities**

**SOCIETY OF PETROLEUM ENGINEERS (SPE), INC.**  
**Outstanding SPE Student Chapter Award**  
**Instructions to Judges**  
**Judge's Scoring Sheet**

Score each chapter on a comparative basis on a scale of 1 to 10 (10 is best) for each of the five qualifications by comparing the chapter activities listed on the annual report with the description of each qualification. Multiply the ranking for each qualification by the weight for that qualification. Add to determine the score for the school. The school with the highest score wins.

**School** \_\_\_\_\_

Qualifications	Score (1-10)	Weight	Score x Weight
Technical/Educational/SPE Activities		25%	0.25
Membership Development		20%	0.2
Extracurricular Activities		10%	0.1
University/Community Activities		15%	0.15
Student Paper Contest Participation		5%	0.05
Subtotal			<b>0.75</b>

Essay Questions		25%	0.25
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<b>Grand Total</b>			<b>1</b>
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**SOCIETY OF PETROLEUM ENGINEERS (SPE), INC.**  
**Outstanding SPE Student Chapter Award**  
**Ranking Form**

After careful review of the candidates, my ranking for Outstanding SPE Student Chapter for the 2002-2003 academic year is:

1<sup>st</sup> Choice

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2<sup>nd</sup> Choice

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3<sup>rd</sup> Choice

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I am also nominating the following schools for Honorable Mention (List only 2).

School 1:

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Reason for Recognition

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School 2:

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Reason for Recognition

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**Judge**

\_\_\_\_\_  
**Date (DD/MM/YY)**