

**THE MARY FRANCES HESTER SERVICE AWARD
MCKIMMON CENTER FOR EXTENSION AND CONTINUING EDUCATION**

Rev. September 2021

History

The Mary Frances Hester Service Award for the McKimmon Center for Extension and Continuing Education (MCE&CE) at NC State University recognizes and honors her distinguished service to the land grant mission of the University. Ms. Hester, former Administrative Assistant to Dr. William L. Turner, former Vice Chancellor for Extension and Public Service, had a noteworthy professional career spanning from 1949 through 1987. As a result of her administrative efforts locally as well as nationally, the role and value of continuing higher education was elevated, leading to the creation and adoption of the Continuing Education Unit (CEU) as a universal quality standard.

Purpose

This annual award is presented to a current of MCE&CE who exemplifies the traits which reflect Mary Frances' 38 years of public service. These trademark characteristics include dedication, loyalty, commitment, and quality in effectively addressing constituency needs, providing a supportive work environment, and contributing to the goals of the McKimmon Center and the land-grant mission of NC State University.

Eligibility

Nominees will be current of the McKimmon Center for Extension and Continuing Education units who have been instrumental in MCE&CE successfully identifying and addressing relevant constituent needs. Among the qualifying characteristics to be considered in the nomination process will be:

Qualifying Characteristics

(It is not expected that a nominee will meet all qualifications)

- Exemplify the spirit of service thereby enhancing NC State's commitment to public engagement.
- Provide dedicated and loyal public service in the creative and innovative development, implementation and evaluation of lifelong learning programs.
- Improve the quality of life for North Carolina's citizens through the application of NC State University's knowledge and technical resources.
- Utilize state-of-the-art techniques and customer-sensitive approaches that maximized awareness of and access to outreach/extension initiatives.
- Extend the University to previously underserved citizens.
- Provide a supportive work environment that contributed to the goals of McKimmon Center and the land-grant mission of NC State University.

Number of Awards

The Award will be presented annually at the fall MCE&CE Thanksgiving Feast to an appropriate nominee. The Award may not be presented every year. The Award will be presented only once to a designated recipient.

Award

A plaque with the name of the award recipient will be displayed in the lobby of the McKimmon Conference and Training Center. The individual will also receive a plaque and a reserved parking space for one year (effective January - December).

Award Nominations, Selections and Timing

- The Vice Provost for Continuing Education of McKimmon Center for Extension and Continuing Education (MCE&CE) will maintain overall responsibility.
- Each year in September, a MCE&CE Director, designated by the Vice Provost, will convene a nomination committee. The committee chairman is a non-voting member of the committee. The Vice Provost of MCE&CE will start the solicitation for nominations by sending a personal email to all MCE&CE employees requesting their assistance in nominating a co-worker for the Mary Frances Hester Service Award. The Vice Provost will address the value of long term service exhibited by Mary Frances' 38 years of public service, which sets this award apart from the Awards for Excellence criteria. The unit directors/managers will also play a key role in communicating the need for and value of nominating peers for the Hester Award.
- The nominations will be received and reviewed by a committee chaired by the designated MCE&CE Director. The nominations with supporting evidence will be submitted in letter form, not to exceed three (3) pages including attachments. The nominations may be submitted with an identified nominator or anonymously (as long as the committee chair has a name for follow up).
- The committee will be comprised of one representative from each of MCE&CE units: CUACS, the Business office, UCPLC or The Collaborative, OPD, MCTC, and OLLI. They will be appointed by the unit director/manager. Each representative will serve a two year term, and an effort will be made to stagger terms so that there is continuity on the committee with a good mix of returning committee members and new committee members. Additionally, the previous year's winner will serve on the committee for one year. Any exceptions to the above committee structure will be directed by the Vice Provost for McKimmon Center for Extension and Continuing Education.
- The committee will make recommendations to the Vice Provost for Continuing Education, who will make the final decision, with timing well in advance of the annual date of the Thanksgiving Feast.