

# Member of Excellence

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*Revised, to take effect for 2010-2011 IAAP Year*

**Audits for Member of Excellence submissions to June 2009 will be adjudicated on the criteria published in 2008.**

*Note that beginning in July 2010, members have one (1) mandatory requirement - #6 which requires members to pay their membership dues on or before their due date. Failure to achieve Criteria #6 – regardless of how many other criteria are met – will prevent the member from achieving the Member of Excellence designation.*

*Revisions and clarifications to the original criteria are identified by bold/underlined text.*

## **Revised Criteria as of July 1, 2010**

A **Member of Excellence** will receive a certificate (first four years), Pathways to Excellence certificate cover, and Member of Excellence pin (the fifth year).

A **Member of Excellence** will attain a minimum of 8 of the following 11 criteria:

1. Be a current CPS and/or CAP holder
2. **Download the Member of Excellence Commitment form; sign and date the form**
3. Actively participate in the IAAP web community forum discussions or **write an article and have it published** an IAAP publication (chapter, division, or international level)
4. Attend non-IAAP professional educational workshops, seminars or conference
5. Hold a degree, certificate or equivalent (a minimum of one year in length) from an accredited college or **university or hold** a Microsoft certification
6. Pay membership dues on or before anniversary date. **This criterion is a mandatory requirement.**
7. Serve as a chapter, division, or international officer, committee chair, or committee member; or serve as an RTF Trustee; or serve on a Student Chapter advisory board or the school's Advisory Board for the Office Administration Program
8. Conduct a public presentation, program or training **at least 60 minutes in length. (Note that the presentation does not need to qualify for recertification points).**
9. Attend a minimum of eight (8) chapter, division or international sponsored meetings, programs or events (any combination)
10. Recruit at least one new member
11. Integrate IAAP membership and involvement into annual performance plan or review