To: Great Lakes District ITE members

From: Scott Poska, Great Lakes District ITE Vice President

Date: January 5, 2021

RE: 2021 Institute of Transportation Engineers (ITE) Awards Program Notification

Every year, the Great Lakes District ITE (GLITE) and Institute of Transportation Engineers (ITE) sponsors an awards program to honor outstanding achievement in transportation and distinguished service to GLITE and ITE. The awards recognize the recipients and increase the public’s awareness of the roles and responsibilities of transportation professionals.

This is the link to the ITE Awards Program Brochure. You will find awards that District student members, District members, District Chapters, District Sections, and project teams within the District are eligible for. New this year is the Young Leaders to Follow program, which is related to the Rising Stars award. Applicants for the Rising Star award are urged to apply for the Young Leaders to Follow program. The attached table details each award and the required submittal process that involves the Great Lakes District. Additionally, there are two awards, the Transportation Professional of the Year and Distinguished Member awards, that are Great Lakes District ITE specific awards. Application forms for these awards are attached and will be on the new District website at greatlakesite.org in the near future.

Please note that most applications to GLITE and/or ITE HQ are due March 1, 2021.

If you have any questions, please do not hesitate to contact me at sposka@alliant-inc.com or (612) 767-9369.

Sincerely,

Great Lakes District ITE

Scott Poska, PE, PTOE, RSP1

Great Lakes District ITE Vice President
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*District only award
Great Lakes District of ITE (GLITE) established the Transportation Professional of the Year Award to recognize an individual who has made outstanding contributions to the District, ITE, and their Section/Chapter and/or through achievements in the transportation/traffic engineering profession. The award will be presented to the winner at the GLITE Annual Meeting.

**AWARD:**
- Recognition at the GLITE District Annual Meeting, Newsletter, Website, and other media
- Wall Plaque

**ELIGIBILITY OF APPLICANTS:**
- The nominee must be a member, in good standing, of ITE and the Great Lakes District.
- Current members of the GLITE Board and Student Members are not eligible to receive this award.

**NOMINATION PROCESS:**
Nominations may be submitted by any current member of GLITE. Self-nominations are permitted.
Nominations shall be emailed (PDF format) no later than March 1, 2021 to GLITE District Vice-President, Scott Poska (sposka@alliant-inc.com). Nominations should include:
- A description of the nominee’s contributions to ITE, the District or Section/Chapter, including offices held, written contributions, presentations and/or committee involvements, etc.
- Nominee’s achievements in the transportation profession over the last calendar year.
- A brief description explaining why the nominee is deserving of the Transportation Professional of the Year award.

**SELECTION PROCESS:**
The District Awards Committee will strongly consider the variety and extent of the Nominee’s contributions to ITE, the District and their Section/Chapter involvement, and the Nominee’s contributions to the transportation industry. The Committee may elect to not award the Transportation Professional of the Year award for a given calendar year.

**QUESTIONS:**
Contact GLITE District Vice-President, Scott Poska (sposka@alliant-inc.com) (612) 767-9369, for any questions or clarifications.
ITE Great Lakes District

Transportation Professional of the Year Award
Nomination Form

Application Deadline: March 1, 2021

Please complete the information required below and attach no more than two additional typewritten pages describing the nominee’s contribution to ITE, the District or Section/Chapter, including offices held, written contributions, presentations and/or committee involvements, etc. Also include the nominee’s achievements in the transportation profession over the last calendar year and/or other relevant information that best describes why the nominee should be recognized as the Transportation Professional of the Year by the Great Lakes District of ITE.

Nominee’s Information

Name: __________________________________________

Nominee’s Company: __________________________________________

Address: __________________________________________

City/State/Zip: __________________________________________

Telephone: ___________________ Email: ___________________

Your Information

Name: __________________________________________

Nominee’s Company: __________________________________________

Address: __________________________________________

City/State/Zip: __________________________________________

Telephone: ___________________ Email: ___________________

Please complete this form and submit with the additional required additional information by email (.pdf format) to GLITE District Vice-President, Scott Poska (sposka@alliant-inc.com) no later than March 1, 2021.
The highest recognition of notable and outstanding professional achievement and service to the Great Lakes District is election to the Distinguished Member Award. The Distinguished Member Award is awarded annually as an honorary designation presented to a member of the District who has provided outstanding and significant contributions to ITE, the District, and their Section/Chapter over a period of many years.

**AWARD:**
- Recognition at the GLITE District Annual Meeting, Newsletter, Website, and other media
- Wall Plaque

**ELIGIBILITY OF APPLICANTS:**
- The nominee must be a member, in good standing, of ITE and the Great Lakes District.
- Current voting members of the GLITE Board and Student Members are not eligible.

**EVALUATION CRITERIA:**
- The variety and extent of the nominee’s participation in ITE, the District, and their Section/Chapter activities over many years;
- The nominees work accomplishments and their contributions to the transportation system and transportation engineering profession, including papers, presentations, positions held, etc.;
- As a general guide, candidates should normally be at least fifty years of age.

**PROCEDURES/SCHEDULE OF SUBMISSION FOR AWARD CONSIDERATION:**
- Only one recipient will be named each year, and an award need not be presented each year. Posthumous awards may be made, and do not count toward the yearly count of one.
- Nominations may be submitted in confidence using the attached form at any time to the District Vice President.
- Nomination submittals shall include a detailed description of the nominee’s significant contributions to ITE, the Great Lakes District, their Section/Chapter, including their work history and significant work accomplishments over a period of many years.
- Nominations shall be emailed (.pdf format) to GLITE District Vice-President, Scott Poska sposka@alliant-inc.com.
- Distinguished Members shall be elected by a majority of the District Board (except Section Representatives) at a special teleconference held prior to May 1st of each year. If an individual is selected, the District President will contact that individual as soon as possible to inform them of their election. The discussion held during this teleconference will be kept in strict confidence by those in attendance.
- The nominees from each year will be kept by the Vice President for a period of 5 years. After 5 years, the District Board can vote to keep a nominee on a continued and confidential list and/or eliminate anyone still on the 5-year list. The list of nominees shall be kept by the Vice President and be passed onto the incoming Vice President from year to year.

**QUESTIONS:**
Contact GLITE District Vice-President, Scott Poska (sposka@alliant-inc.com) (612) 767-9369 for any questions or clarifications.
ITE Great Lakes District

Distinguished Member Award
Nomination Form

Application Deadline: March 1, 2021

Please complete the information required below and attach no more than two additional typewritten pages describing the nominee's career achievements, ITE service (International, District, Section, and/or Chapter), awards, publications, presentations, or other relevant information that best describes why the nominee should be recognized as Distinguished by the Great Lakes District of ITE.

Nominee’s Information

Name: 

Nominee’s Company: 

Address: 

City/State/Zip: 

Telephone: 

Email: 

Your Information

Name: 

Nominee’s Company: 

Address: 

City/State/Zip: 

Telephone: 

Email: 

Please complete this form and submit with the additional required additional information by email (.pdf format) to the current GLITE Vice-President.
INSTRUCTIONS

Each year an ITE student chapter must submit an annual report to the ITE District’s Board. A Student Chapter’s Annual Report should address the following topics:

- Chapter Administration
- Networking Events
- Leadership Development
- K-12 STEM Outreach
- Application of Technical Knowledge
- New Member Recruitment
- Diversity and Inclusion
- Training/Professional Development
- Field Trips/Technical Tours
- Service Projects

This report should be no more than five (5) pages to describe the activities, administration, events and program of the chapter along with one page for pictures. Based on the chapter annual reports received, a student chapter will be selected for the Great Lakes District Student Chapter Activities Award.

The report is due by March 1st to the Great Lakes ITE District Vice President to be eligible for the GLITE district student chapter award. The winner of this award will be submitted by the District to be considered for the ITE International student chapter award. The scoring criteria and additional information for the award is attached and can also be found at [https://www.ite.org/professional-and-career-development/awards/](https://www.ite.org/professional-and-career-development/awards/)

As a separate cover sheet to be included with the annual report, the following information is required:

1. Names and contact information for officers and advisors
2. Chapter membership figures
3. Information on student enrollment in transportation engineering and planning
4. Chapter mailing address
5. Approval statement from Faculty Advisor
6. Information for Chapter Support Grant from Great Lakes District
7. Chapter membership roster

A template for this sheet is below.

The cover sheet and membership roster do not count towards the page limit of the report.

The Great Lakes District will provide a support grant to each chapter submitting their annual report by no later than March 1st of each year. For the support grant check to be issued, the chapter MUST indicate on their report cover sheet the entity at their school that the check should be made payable (i.e. student chapter or school) and the mailing address where the check should be sent.

Checks will not be written to an individual and must be deposited by the end of the year. Checks will not get resent, so make certain that your advisors, chapter treasurers, or anyone who will accept at the specified address is aware of the check’s arrival and other associated logistics.

Please submit the Chapter’s Annual Report and any supplementary materials to the Great Lakes District’s Vice President. Scott Poska | 612.767.9369 | sposka@alliant-inc.com

November 9, 2020
ANNUAL REPORT OF ITE STUDENT CHAPTER ACTIVITIES

From _______________ to _______________

STUDENT CHAPTER AT: _____________________________________________

1. STUDENT CHAPTER OFFICERS AND ADVISORS
Show contact information for Chapter Officers and Faculty Advisor(s) (include name, mailing address, email address, and office phone number)

President: _______________________________________________________________
Vice President: ___________________________________________________________
Secretary: _______________________________________________________________
Treasurer: _______________________________________________________________
Other (please specify): ____________________________________________________
Faculty Advisor(s): _______________________________________________________ 

2. STUDENT CHAPTER MEMBERSHIP
Number of Student Chapter members: ________________________________________
Number of Student members of ITE International: ________________________________
Number of Students eligible to be a Student member of the ITE International: _______
Number of faculty members who are current ITE International members: ____________

3. INFORMATION ON TRANSPORTATION ENGINEERING AND PLANNING ENROLLMENT
Show the number of undergraduate students (Sophomore - Senior years) in your academic department. If not or in addition to Civil Engineering, specify department(s):

Full time: ___________________ Part time: ___________________

Does your curriculum allow an undergraduate student to major or minor in Transportation? ___ Yes ___ No
If "Yes," give number of undergraduate transportation majors___________ and minors ____________

Number of graduate students in Transportation.

Full time: ___________________ Part time: ___________________

4. CHAPTER MAILING ADDRESS
Please include the mailing address of the chapter's faculty advisor.

_________________________________________ ______________________________________
_____________________________________________________________________________
_____________________________________________________________________________

5. APPROVAL OF FACULTY ADVISOR
Please include for the signature of approval by the chapter's faculty advisor.

Report submitted by: _______________________________________________________
Contents approved by: _____________________________________________________
Name: ______________________________ Email: ______________________________ (Faculty Advisor)
Date: _______________________________

6. INFORMATION FOR DISTRICT SUPPORT GRANT CHECK TO CHAPTER
Include the name of the entity that the support grant to the chapter should be made payable and the name and mailing address of the individual who should receive the check.

Chapter support grant check from the Great Lakes District should be made out to: ________________________________ and mailed to: ________________________________
____________________________________________________________________________

7. ROSTER OF STUDENT CHAPTER MEMBERS
Please attach an alphabetized listing of the student chapter membership including students and faculty. For each person indicate the degree for which they are enrolled and expected graduation date. An asterisk should indicate those who are also Student Members of ITE International.
2021 Student Chapter Momentum Award
Application Deadline: March 1, 2021

Purpose
This award, first awarded by ITE in 2020, is meant to recognize a student chapter that has experienced the greatest momentum (or most improvement) in the past year.

Eligibility
To qualify for the award, a Student Chapter must submit a narrative that is no longer than 2 (two) pages with 1 (one) additional page of photographs, and can address (but is not limited to) activity in any of the following areas: Chapter Administration, Application of Technical Knowledge; Networking Events; K–12 STEM Outreach; New Member Recruitment; Diversity and Inclusion; Training/Professional Development; Field Trips/Technical Tours; Service Projects; and Leadership Development.

The narrative should cover specific improvements and/or special efforts that leadership has implemented that have resulted in positive change for the Chapter and the membership. Examples could include, but are not limited to, how you’ve increased attendance at meetings, broadened participation outside of traditional engineering students, or helped your members develop leadership and professional skills.

This narrative should show off how your leadership is applying good ideas to bring your Chapter success.

Award
The Student Chapter winning the award will be recognized by the Great Lakes District at its Annual Meeting, Newsletter, Website, and other media.

Submission/Selection Process
This should be submitted as a PDF to the Great Lakes District Vice President by March 1.

The District Awards Committee will then select one winning Chapter for entry in the International competition.

Please submit the Chapter’s Annual Report and any supplementary materials to the Great Lakes District’s Vice President. Scott Poska | 612.767.9369 | sposka@alliant-inc.com
Fambro Student Paper Award

**WI Students**
Submit to ITEWisconsin
Martin Bruening Award
January 31st, 2021 Deadline

**IL Students**
Submit to ILITE
December 2nd, 2020
Deadline

**NCITE, OHITE, INITE, MichiganITE Students**
March 1st, 2021 Deadline
Submit to GLITE VICE PRESIDENT

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**GLITE DISTRICT AWARDS REVIEW COMMITTEE**
March 1st, 2021 Deadline

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**Section Winner**

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**District Winner**

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**ITE INTERNATIONAL AWARDS COMMITTEE**
GLITE Vice President Submits by
April 1st, 2021 Deadline

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**GLITE Vice President:**
Scott Poska
sposka@alliant-inc.com